

# FINDING RECORDS OF YOUR ANCESTORS, PART A

## AFRICAN AMERICAN

### 1870 to Present



If your African American ancestor died after 1870, follow the steps in this booklet to find the records of his or her family. These instructions will show you how to search nine kinds of records. It will tell you which record to search first, what to look for, and what tools to use. One piece of information will lead to another until you have identified most family members and filled out a family group record.

Search these records in the order given. As soon as you have found the information you need, move to the next step. You may not need to search all the records listed.

**1** Find your ancestor's full birth date and birthplace. Records to use:

- [Social Security Death Index](#)
- [Death record \(vital records\)](#)
- [Social Security application](#)
- [Cemetery record](#)
- [Obituary](#)
- [Funeral home record](#)

**2** Learn the names of your ancestor's parents. Records to use:

- [Death record \(vital records\)](#)
- [Birth record \(vital records\)](#)
- [Social Security application](#)
- [Obituary](#)
- [Funeral home record](#)

**3** Find the names, birth years, and birth states of your ancestor's family members. Record to use:

[Census](#)

**4** Find the full names and marriage information for your ancestor's parents. Record to use:

[Marriage record \(vital records\)](#)

**Latter-day Saints:** After step 4 you probably have enough information to submit these names for temple ordinances.



The steps and tools you need are described inside. ►

# HOW TO BEGIN—PREPARATION

You should have already gathered as much information as possible from your home and family and filled out family group records and a pedigree chart. Another good starting place is FamilySearch™ or other computer files, where you can see if others have researched your family. See *How Do I Start My Family History?* (32916)

## To begin:

A. *Select an ancestor to search for.* From your pedigree chart, choose an ancestor who died in the United States after 1870. You must know the ancestor's name, approximate date of death, and state and county (if possible) of death.

B. *Start with a family group record.* Write your ancestor's name in the children's section of a new family group record (see [page 34](#)). Read through the instructions in this booklet. Then follow the steps below to find your ancestor's family. Write any family information you find on family group records and a pedigree chart.

C. Write your searches on a search list. As you search, write what you found or did not find. (For an example of a search list, see page 7.)

## Tips

If you don't know your ancestor's death date:

- Start with a more recent generation. Records of recent ancestors usually lead to records of earlier generations.
- Find the records for the family in the example given. This will teach you basic research skills before you search for your own family. This is a good class activity.

On family group records and pedigree charts:

- Write dates in this order: day, month, year (11 Aug 1911).
- Write places in order from smallest to largest (town, county, state).

# Pedigree Chart

No. 1 on this chart is the same as no. \_\_\_\_\_ on chart no. \_\_\_\_\_.

Mark boxes when ordnances are completed.

- ☐ Baptized
- ☐ Endowed
- ☐ Sealed to parents
- ☐ Sealed to spouse
- ☐ Family Group Record exists for this couple
- ☐ Children's ordnances completed

**Simon A. Haley**  
(Father of no. 2)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When married \_\_\_\_\_  
Where \_\_\_\_\_  
When died \_\_\_\_\_  
Where \_\_\_\_\_

**Alex Haley**  
(Father)

When born 11 Aug 1921  
Where Ithaca, Tompkins, New York  
When married \_\_\_\_\_  
Where \_\_\_\_\_  
When died 10 Feb 1992  
Where Seattle, Washington

**William (Bill) Haley**  
(Son)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When married \_\_\_\_\_  
Where \_\_\_\_\_  
When died \_\_\_\_\_  
Where \_\_\_\_\_

**Living**

**8** (Father of no. 4)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When married \_\_\_\_\_  
Where \_\_\_\_\_

**9** (Mother of no. 4)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When died \_\_\_\_\_  
Where \_\_\_\_\_

**10** (Father of no. 5)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When married \_\_\_\_\_  
Where \_\_\_\_\_

**11** (Mother of no. 5)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When married \_\_\_\_\_  
Where \_\_\_\_\_

**6** (Father of no. 3)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When married \_\_\_\_\_  
Where \_\_\_\_\_  
When died \_\_\_\_\_  
Where \_\_\_\_\_

**12** (Father of no. 6)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When married \_\_\_\_\_  
Where \_\_\_\_\_

**13** (Mother of no. 6)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When married \_\_\_\_\_  
Where \_\_\_\_\_

**3** (Mother)

When born \_\_\_\_\_  
Where \_\_\_\_\_  
When married \_\_\_\_\_  
Where \_\_\_\_\_

A. Bill's pedigree chart

**Family Group Record**

If typing, set spacing at 1 1/2      Page   1   of   1  

Husband (Given name(s))		Last name	LDS ordinance dates	Temple
(Born (day month year))	Place			
Christened	Place		Baptized	
Died	Place		Endowed	
Buried	Place		Sealed to parents	
Married	Place		Sealed to spouse	
Husband's father (Given name(s))		Last name		<input type="checkbox"/> deceased
Husband's mother (Given name(s))		Maiden name		<input type="checkbox"/> deceased
(See name(s))		Maiden name		<input type="checkbox"/> See "Other marriages"

Wife (Given name(s))		Last name	LDS ordinance dates	Temple
(Born (day month year))	Place			
Christened	Place		Baptized	
Died	Place		Endowed	
Buried	Place		Sealed to parents	
Wife's father (Given name(s))		Last name		<input type="checkbox"/> deceased
Wife's mother (Given name(s))		Maiden name		<input type="checkbox"/> deceased

Children		Last child (whether living or dead) in order of birth	LDS ordinance dates	Temple
1	<div style="border: 1px solid black; padding: 2px; display: inline-block;">M</div> Given (Name) <i>Simon A.</i> (Born (day month year))	Last name <i>Haley</i>		<input type="checkbox"/> See "Other marriages"
	Christened	Place	Baptized	
	Died	Place	Endowed	
	1973	Martinsburg, , West Virginia	Sealed to parents	
	Spouse (Given name(s))	Last name		
	Married	Place	Sealed to spouse	
2	Given (Name) (Born (day month year))	Last name		<input type="checkbox"/> See "Other marriages"
	Christened	Place	Baptized	
	Died	Place	Endowed	
	Spouse (Given name(s))	Last name	Sealed to parents	
	Married	Place	Sealed to spouse	
3	Given (Name) (Born (day month year))	Last name		<input type="checkbox"/> See "Other marriages"

*B. Bill begins a family group record with Simon A. Haley listed as a child*

## THE RESEARCH PROCESS

The case study on these pages shows how the research process was used to find Bill Haley's family. After you have read this case study and the rest of the booklet, follow the same steps to search for your ancestor's family.

Bill Haley is looking for the family of his grandfather, Simon Haley. He has a family group record, a pedigree chart, and a blank search list. To find his ancestors, he follows the steps suggested on the cover of this booklet. He searches for records in a family history center; on the Internet; and at state, county, and other record offices. Family history center staff members can help Bill find records in the Family History Library Catalog and order microfilmed records to use in the center.

For each record he searches, Bill writes what he finds.

A. On the family group record he writes:

- Family information on the front.
- Source information on the back (author and title of the record, call number, and so on).

B. On the **search list** he writes:

- The record searched, information found, and information not found (for example, “no birth date for Simon”).
- A document number he assigns for each photocopy he makes or receives.

# THE RESEARCH PROCESS

Bill's ancestor: Simon Haley, about 1973, Martinsburg, West Virginia  
name death date death place

Your ancestor: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
name death date death place

## 1 FIND YOUR ANCESTOR'S FULL BIRTH DATE AND BIRTHPLACE. Bill looks for *Simon Haley* in the following records:

### A. Social Security Death Index (see page 28)

- Bill finds the following birth information about Simon Haley:
  - Birth date: 8 Mar 1892
- Bill now has Simon's birth date, but no birthplace.
- Simon's record also contains his Social Security number. This will be useful if Bill decides to order Simon's Social Security application for steps 1C or 2C.

Name	Social Security number	Birth date	Death date	Place where death benefit was sent
<b>Individual Record</b> FamilySearch™ U.S. Social Security Death Index Select record to download - Maximum: 50				
<input type="checkbox"/> <b>Simon HALEY</b>				
Birth Date:		8 Mar 1892		
Death Date:		Aug 1973		
Social Security Number:		431-24-8757		
State or Territory Where Number Was Issued:		Arkansas		
Death Residence Localities		66104		
ZIP Code:		Kansas City, Wyandotte, Kansas		
Localities:				

Simon Haley's record in the [Social Security Death Index](http://www.familysearch.org) at [www.familysearch.org](http://www.familysearch.org)

### B. Death record (vital records) in West Virginia (see page 31)

- Bill orders Simon's death record from the vital records office of West Virginia. The death record gives this information about Simon Haley's birth:
  - Birth date: *March 8, 1892*
  - State of birth: *Tennessee*
- Bill has found Simon's birth state, but no county or town.
- Simon's death record also lists information that may help Bill complete steps 2 and 4:
  - Parent's names and birth states: *Alex Haley, Alabama; Queen Davis, Alabama*
  - Simon's full death date: *August 19, 1973*
  - Simon's death place: *Martinsburg, Berkeley County, West Virginia*
  - Cemetery location: *Little Rock, Arkansas*
  - Funeral home and address: *R. N. Horton Co. (in Washington, D.C.)*
  - Social Security number: *431-24-8757*

Dist. No. 020		WEST VIRGINIA STATE DEPARTMENT OF HEALTH—DIVISION OF VITAL STATISTICS		Serial No. 457		CERTIFICATE OF DEATH		772 011480	
1. DECEASED—NAME		First		Middle		Last		SEX	
1. SIMON		A		HALEY		Male		3. August 19, 1973	
2. RACE—White, Negro, American Indian, etc. (specify)		AGE—LAST BIRTHDAY (years)		Under 1 year		Under 1 day		DATE OF BIRTH (month, day, year)	
4. Negro		5a. 81		5b. Mos. Days		5c. Hours—Min.		6. March 8, 1892	
7. City, town, or location of death		8. INSIDE CITY LIMITS (Specify yes or no)		9. HOSPITAL OR OTHER INSTITUTION—NAME (if not in either, give street and number)		10. MARRIED, NEVER MARRIED, WIDOWED, DIVORCED (specify)		11. SURVIVING SPOUSE (if wife, give maiden name)	
7b. Martinsburg		7c. No		7d. Veterans Administrative Center		10. Divorced			
8. STATE OF BIRTH (if not in U.S.A., name country)		9. U.S.A.		10. U.S.A.		11. Teaching			
12. 431-24-87-57		13a. Professor		13b. Teaching		14. Yes		14c. 13617 Northgate Dr.	
14a. Md.		14b. Montgomery		14c. Silver Spring		14d. Yes		14e. 13617 Northgate Dr.	
15a. Alex Haley		15b. Alabama		15c. Queen Davis		15d. Alabama		15e. Alabama	
16. Was deceased ever in the U.S. armed forces? (Yes, no, or unknown) (If yes, give war or dates of service)		17a. Yes		17b. World War I		18. V. A. Hospital Records		18b. Martinsburg, WV	
19. CAUSE OF DEATH [enter only one cause per line for (a), (b), and (c)]		19. Part I. DEATH WAS CAUSED BY:		19. Part II. OTHER SIGNIFICANT CONDITIONS contributing to death but not related to cause given in part I (a)		20a. No		20b. No	
4123		IMMEDIATE CAUSE (a) Possible pulmonary embolism		General arteriosclerosis with arteriosclerotic heart disease		Pulmonary emphysema and fibrosis with recurrent bronchopneumonia.		Mitral insufficiency; Diabetes mellitus.	
21a. ACCIDENT, SUICIDE, HOMICIDE, OR UNDETERMINED (specify)		21b. DATE OF INJURY (month, day, year)		21c. HOUR		21d. HOW INJURY OCCURRED (enter nature of injury in part I or part II, item 19)		21e. (street or R.F.D. No., city or town, state)	
21a. 11A		21b. March 2, 1972		21c. August 19, 1973		21d. 11A		21e. 11A	
22. Death occurred on		22. Death occurred on		22. Death occurred on		22. Death occurred on		22. Death occurred on	
22. 8/14/54M EDT		22. 8/14/54M EDT		22. 8/14/54M EDT		22. 8/14/54M EDT		22. 8/14/54M EDT	
23a. Signature		23b. M. D.		23c. Martinsburg, WV		23d. 8/21/73		23e. 8/21/73	
24a. Removal		24b. Removal		24c. Little Rock, Arkansas		24d. 600 Kennedy Street, NW		24e. 600 Kennedy Street, NW	
24a. 8/22/73		24b. 8/22/73		24c. 8/22/73		24d. 8/22/73		24e. 8/22/73	
25a. R. N. Horton Co.		25b. R. N. Horton Co.		25c. R. N. Horton Co.		25d. R. N. Horton Co.		25e. R. N. Horton Co.	
25a. 8/22/73		25b. 8/22/73		25c. 8/22/73		25d. 8/22/73		25e. 8/22/73	

Simon Haley's death certificate from the state vital records office

1B

3

1B

3

1A

## Family Group Record

If typing, set spacing at 1 1/2. Page      of

1B

4

1B

3

1C

1B

**Write date as:** 4 Oct 1986

**Write place as:** Tryon, Polk, North Carolina, USA or St. Martin, Birmingham, Warwick, Eng

Husband		Wife	
Given name(s) <i>Alexander</i>	Last name <i>Haley</i>	Given name(s) <i>Queen</i>	Maiden name <i>Davis</i>
Born (day month year) <i>Aug 1845</i>	Place <i>, Alabama, USA</i>	Born (day month year) <i>1858</i>	Place <i>, Alabama, USA</i>
Christened	Place	Christened	Place
Died	Place	Died	Place
Buried	Place	Buried	Place
Married <i>8 Oct 1881</i>	Place <i>, Hardin, Tennessee, USA</i>	Married	Place
Husband's father Given name(s) _____ Last name _____ <input type="checkbox"/> Deceased		Wife's father Given name(s) _____ Last name _____ <input type="checkbox"/> Deceased	
Husband's mother Given name(s) _____ Maiden name _____ <input type="checkbox"/> Deceased		Wife's mother Given name(s) _____ Maiden name _____ <input type="checkbox"/> Deceased	
<b>Children</b> List each child (whether living or dead) in order of birth.			
1 Sex <i>F</i> Given name(s) <i>Annie</i> Last name <i>Haley</i> <input type="checkbox"/> See "Other marriages"		LDS ordinance dates _____ Temple _____	
Born (day month year) <i>Apr 1882</i> Place <i>, Tennessee, USA</i>		Baptized _____	
Christened _____		Endowed _____	
Died _____		Sealed to parents _____	
Spouse Given name(s) _____ Last name _____		Sealed to spouse _____	
Married _____		Sealed to spouse _____	
2 Sex <i>M</i> Given name(s) <i>Conway</i> Last name <i>Haley</i> <input type="checkbox"/> See "Other marriages"		LDS ordinance dates _____ Temple _____	
Born (day month year) <i>Nov 1887</i> Place <i>, Tennessee, USA</i>		Baptized _____	
Christened _____		Endowed _____	
Died _____		Sealed to parents _____	
Spouse Given name(s) _____ Last name _____		Sealed to spouse _____	
Married _____		Sealed to spouse _____	
3 Sex <i>M</i> Given name(s) <i>Simon Alexander</i> Last name <i>Haley</i> <input type="checkbox"/> See "Other marriages"		LDS ordinance dates _____ Temple _____	
Born (day month year) <i>8 Mar 1892</i> Place <i>Savannah, Hardin, Tennessee, USA</i>		Baptized _____	
Christened _____		Endowed _____	
Died <i>19 Aug 1973</i>		Sealed to parents _____	
Spouse Given name(s) _____ Last name _____		Sealed to spouse _____	
Married _____		Sealed to spouse _____	
Select <b>only one</b> of the following options. The option you select applies to all names on this form.			
<input type="checkbox"/> <b>Option 1—Family File</b> Send all names to my family file at the _____ Temple.			
<input type="checkbox"/> <b>Option 2—Temple File</b> Send all names to any temple, and assign proxies for all approved ordinances.			
<input type="checkbox"/> <b>Option 3—Ancestral File</b> Send all names to the computerized Ancestral File for research purposes only, not for ordinances. I am including the required pedigree chart.			
Your name _____		Address _____	
Phone ( ) _____		Date prepared _____	

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Front of family group record

**Sources of information** Add further information on attached sheets as necessary.

- 1A. Social Security Death Index
- 1B. West Virginia State Department of Health, Simon Haley death certificate, cert. 011480
- 1C. Social Security Administration, Simon Haley Social Security SS-5 Application
2. See 1B.
3. 1900 U.S. Census, Savannah, Twp., Hardin, Co., Tennessee, Dwelling 3, Family 3.
4. Hardin Co. Tennessee Clerk, Alex Haley & Queen Davis marriage cert., Vol. 3, p. 87.

**Note:** Please take every reasonable step to see that the information on this form is as accurate and complete as practical. This will help maintain the integrity of Church family history files and reduce duplication of temple ordinance work.

Back of family group record



# THE RESEARCH PROCESS

## C. Social Security application (see pages 26–27)

- Bill uses Simon's information from the Social Security Death Index (step 1A) to order a copy of Simon's Social Security application. This application gives:
  - Full name: *Simon Alexander Haley*

- Birth date and place: *8 Mar 1892, Savannah, Hardin, Tenn.*
- Place of residence: *Pine Bluff, Arkansas*
- Parents' names, including his mother's maiden name: *Alexander Haley, Queen Davis*
- Bill now has the town and county of Simon's birth.

*Social Security application of Simon Haley*

2

**LEARN THE NAMES OF YOUR ANCESTOR'S PARENTS.** Bill already found Simon's parents' names in Simon's death certificate (see 1B above). He goes to step 3.

3

**FIND THE NAMES, BIRTH YEARS, AND BIRTH STATES OF YOUR ANCESTOR'S FAMILY MEMBERS.** Bill now searches [census records](#) (see pages 16–21) for Simon's family members.

- Bill knows that Simon Haley was born in 1892 in Tennessee and that his father's name is Alexander. Bill chooses to search the first Tennessee census after Simon's birth—the 1900 census. Using the instructions on pages 16–21, he searches the census index and then the census.
- On the census microfilm he finds names, birth months, and birth years, ages, and birth states for Simon, his parents, three brothers, and a sister (see page 6):
  - Alec, Aug 1845, 54, Ala.*
  - Queen, 1858, 42, Ala.*
  - Frelan, Jan 1879, 21, Tenn.*
  - Abner, Sept 1880, 19, Tenn.*
  - Annie, Apr 1882, 18, Tenn.*
  - Conway, Nov 1887, 12, Tenn.*
  - Simon, Nov 1892, 8, Tenn.*
- Bill analyzes the information and notices:
  - The oldest child, Frelan, had parents born in Tennessee, but Alec and Queen were born in Alabama.
  - Abner, the second child listed, is 19, and Annie, the third child listed, is 18, but Alec and Queen have been married only 17 years.
- On his search list, Bill makes a note to verify birth information for Frelan, Abner, and Annie and marriage information for Alex and Queen.
- Bill looks for the names of more family members in other censuses but does not find the names of any more children born to Alex and Queen.

# THE RESEARCH PROCESS

NAME of each person whose place of abode on June 1, 1900, was in this family.  Enter surname first, then the given name and middle initial, if any.  INCLUDE every person living on June 1, 1900. OMIT children born since June 1, 1900.	RELATION.  Relationship of each person to the head of the family.	PERSONAL DESCRIPTION.										NATIVITY.		
		Color or race.	Sex.	DATE OF BIRTH.		Age at last birthday.	Whether single, married, widowed, or divorced.	Number of years married.	Mother of how many children.	Number of those children living.	Place of birth of each person and parents of each person enumerated. If born in the United States, give the State or Territory; if of foreign birth, give the Country only.			
				Month.	Year.						Place of birth of this PERSON.	Place of birth of FATHER of this person.	Place of birth of MOTHER of this person.	
3	4	5	6	7	8	9	10	11	12	13	14	15		
Haley Alex 2-1	Head	B	M	Aug 1845	55	M	17			Ala	Ala	Ala		
— Queen 7	Wife	B	F	— 1838	42	M	17	7	4	Ala	Ala	Ala		
— Frelan	Son	B	M	Nov 1879	21	S				Imm	Imm	Imm		
— Abner	Son	B	M	Sept 1880	19	S				Imm	Ala	Ala		
— Annie	Daughter	B	F	Apr 1882	18	S				Imm	Ala	Ala		
— Conway	Son	B	M	Nov 1887	12	S				Imm	Ala	Ala		
— Simon	Son	B	M	Nov 1892	8	S				Imm	Ala	Ala		
Suggs D. 4-1	Head	B	M	Jan 1870	29	M	4			Ala	Ala	Ala		
— Sulett 4	Wife	B	F	— 1878	22	M	4	2	2	Ala	Ala	Ala		

1900 census enumeration of Alec (Alexander) Haley and family, FHL film 1241576. Simon is the youngest child listed in the household.

## 4 FIND THE FULL NAMES AND MARRIAGE INFORMATION FOR YOUR ANCESTOR'S PARENTS. Bill searches marriage records for Simon's parents' marriage information (see page 32.)

- Bill learned from the 1900 census that Simon's parents, Alex and Queen, lived in Hardin County, Tennessee, and that their oldest child was born in Tennessee. He finds the marriage record, which gives:
  - Names: Alex Haley and Queen Davis
  - Marriage date and place: 8 Oct 1881, Hardin County, Tennessee
- Bill learns from the marriage record that the "Number of years married" information on the 1900 census is wrong. Alex and Queen had been married 19 years, not 17, in 1900. Bill notes on his search list to verify the parents of Frelan and Abner.

Name of groom	Name of bride	Marriage date
<p><b>You, or either of You, Are hereby authorized to solemnize the RITES OF MATRIMONY between</b></p> <p><u>Alex Haley</u> and <u>Queen Davis</u></p> <p>of our County, agreeably to the direction of the Act of Assembly in such case made and provided;</p> <p><b>PROVIDED ALWAYS, that the Rite of Matrimony be solemnized in this County; otherwise these shall be null and void, and shall not be accounted any License or authority to you, or either of you, for the purpose aforesaid, more than though the same had never been prayed or granted, etc.</b></p> <p>Given at the Clerk's Office of said County, this <u>8th</u> day of <u>Oct</u> 188<u>1</u>.</p> <p><u>H. R. Hinkle</u> COUNTY COURT CLERK.</p>		

Marriage record of Alex Haley and Queen Davis, Simon's parents

**Summary:** Bill has found birth and family information for Simon in three kinds of records (Social Security Death Index, death record [vital records], and Social Security application). He has found family information in the 1900 census and marriage information in Simon's parents' marriage certificate. Using other censuses, he can assume that he has probably found most members of this family. To find more family information, he could search other records described in this guide.

## REPEAT STEPS 1 THROUGH 4 TO FIND ANOTHER FAMILY.

With the information he has, Bill can start searching the Social Security Death Index for the death dates of Abner and Frelan. He can then continue using steps 1 through 4 to verify their relationship to Alexander and Queen. Then he can use the same steps to search for the parents, brothers, and sisters of Alexander and of Queen.

You can use the steps to find your ancestor's family.

# THE RESEARCH PROCESS

Search List				
Ancestor's Name: <i>Simon Haley</i>				
Date of search	Location or call number	Description of source (author, title, year, pages)	Comments (purpose of search, results, years and names searched)	Doc. number
7 Mar 2001	Internet	<i>Social Security Death Index,</i>	<i>Simon born 8 Mar 1892. Applied for</i>	1
		<i>www.familysearch.org</i>	<i>SS# in Arkansas. SS# 431-24-8757</i>	
7 Mar 2001	Internet	<i>Family History Library Catalog</i>	<i>Place Search for West Virginia death</i>	Nil
		<i>www.familysearch.org</i>	<i>records, 1973. None listed.</i>	
7 Mar 2001	Internet	<i>www.vitalrec.com</i>	<i>Printed order form for West Virginia</i>	~
			<i>death records.</i>	
9 Mar 2001	~	<i>West Virginia vital records office</i>	<i>Ordered Simon's death cert. (Received</i>	4
			<i>23 Mar.)</i>	
9 Mar 2001	Internet	<i>www.findagrave.com</i>	<i>Little Rock Nat'l Cem. (501-324-6401)</i>	2
			<i>Simon b. 3/8/1892. May have more info!</i>	
12 Mar 2001	~	<i>Little Rock National Cemetery,</i>	<i>P.K. Miller Funeral Home, Pine Bluff. Cem.</i>	3
		<i>501-324-6401</i>	<i>will mail copy of record. (Rec. 19 Mar)</i>	
12 Mar 2001	~	<i>Directory Assistance, 1-411</i>	<i>Found phone number of a P.K. Miller</i>	~
			<i>Mortuary in Pine Bluff.</i>	
13 Mar 2001	~	<i>P.K. Miller Mortuary,</i>	<i>Clerk said Simon's body handled there,</i>	Nil
		<i>870-535-1012</i>	<i>but records show no other information.</i>	
23 Mar 2001	~	<i>Simon's death record</i>	<i>Record shows another funeral home!</i>	~
		<i>(Arrived today)</i>	<i>R. N. Horton Co. Fun. Home, Wash., D.C.</i>	

Search list for Simon Haley's records

## Tips

Use a search list to remember:

- Which records you have already searched.
- What names, name spellings, and information you searched for in the record.
- Where you filed copies of records you found. Give each photocopy of a record a document number. Record the number on your list. The search list then serves as a handy table of contents for your files.
- Clues and ideas of other places and records to search.

How to use a search list:

- Use one search list per family (that is, father, mother, and their children).

- Use a pen (pencil will smear and fade).
- Write enough source information so that you or others can find the record again if necessary.
- Write down each name and event you search for.
- Photocopy, number, and file the records you find.
  1. Photocopy each record.
  2. Write a document number on the record.
  3. Write the document number on the search list.
  4. File copies in order by document number.
  5. To find a record in your files, find the document number on your search list; then find the record.

# THE RESEARCH PROCESS

## Timelines

A simple handwritten timeline of dates, places, and events as you find them can help you know where to look for records.

<i>Simon A. Haley's Timeline</i>	
<i>1881</i>	<i>Parents married in Hardin County, Tennessee (marriage record)</i>
<i>1900</i>	<i>Lived as a child in Savannah, Hardin County, Tennessee (census record)</i>
<i>1941</i>	<i>Social Security application from Pine Bluff, Arkansas</i>
<i>1973</i>	<i>Died in veterans' hospital in Martinsburg, West Virginia (death record)</i>
<i>1973</i>	<i>Funeral home in Washington, D.C. (death record)</i>
<i>1973</i>	<i>Burial in Little Rock National Cemetery (death record)</i>

*This timeline shows dates and places for records of Simon Haley's family*

## Tips

If you cannot find your African American ancestor in the records on the first try, do one or more of the following:

- Look in separate "colored" registers or in the back of "white" registers.
- Look in "white" registers, where African Americans with light skin may be listed.
- If your ancestor isn't in the index to a record, look in the record anyway. African Americans may not be listed in the index.
- If you cannot find a name, ignore the surname because some African Americans changed their surnames. Search again, focusing on given names, ages, and relationships. For example, Ben and Sarah Bishop are listed in the 1870 census as Ben and Sarah McDaniel and in the 1880 census as Ben and Sarah Hoody.
- Look for other places where your ancestor may have moved. Interview relatives and study maps to see where the family might have gone.
- Be diligent. You may have to search many kinds of records to find your ancestors.



# HELPS FOR FINDING RECORDS

## Finding Places

Knowing where your ancestor lived, died, and was buried is key to finding records about his or her life and family. Records of Simon A. Haley and his family originated from the following places.

Name of groom	Name of bride	Marriage date
Simon A. Haley	Queen Davis	1881

Marriage record of Alex Haley and Queen Davis, Simon's parents

**1881 Hardin County, Tennessee**  
County records office has the parents' marriage record.

Full name	Birth date	Birthplace	Address
Simon Alexander Haley	1900	Savannah, Tennessee	1011 N. 1st St., Little Rock, Arkansas

1900 census record for Alex Haley family in Savannah, Hardin County, Tennessee. Simon is the youngest child in this household. (1910, film 1241576)

**1973 Arkansas**  
Social Security Death Index shows Simon's Social Security number was issued in Arkansas.

Birth date	Date and place of death	Funeral home
1900	1973	Little Rock National Cemetery

1973 cemetery record for Simon A. Haley from Little Rock National Cemetery

**1973 Little Rock, Arkansas**  
Cemetery record is from the Little Rock National Cemetery, where Simon was buried.

Full name	Birth date	Birthplace	Address
Simon Alexander Haley	1900	Savannah, Tennessee	1011 N. 1st St., Little Rock, Arkansas

Social Security application (SS-5) of Simon Alexander Haley, 1941.

**1941 Pine Bluff, Arkansas**  
Simon Haley's Social Security application shows that Simon lived in Pine Bluff.

Head of household	Relation to head of household	Birth date	Marital status	Years married	Mother's children living	Father's children living	Mother's birth date	Father's birth date
Simon A. Haley	Head	1900	Married	1900	1	1	1900	1900
Queen Davis	Wife	1881	Married	1881	1	1	1881	1881
Simon A. Haley	Son	1900	Single	1900	0	0	1900	1900
Queen Davis	Daughter	1881	Single	1881	0	0	1881	1881

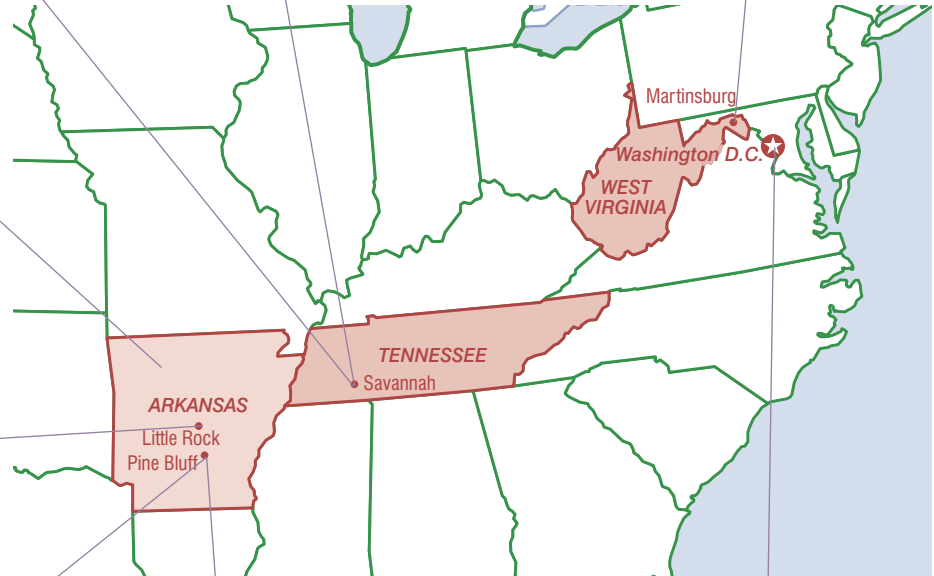
1900 census record for Alex Haley family in Savannah, Hardin County, Tennessee. Simon is the youngest child in this household. (1910, film 1241576)

**1900 Savannah, Hardin County, Tennessee**  
U.S. census record shows Simon's parents and family.

Full name	Death place	Birth date	Death date
Simon A. Haley	Martinsburg, West Virginia	1900	1973

Death certificate for Simon Haley from the West Virginia State Vital Records Office

**1973 Martinsburg, West Virginia**  
State death record shows that Simon died in the veterans' hospital.



Death date	Full name	Children
1973	Simon A. Haley, College Educator	commander-in-chief of the Stanfield Grady Post 401 of the American legion. Survivors include three sons, George Haley and Julius Haley, both of Washington and Alex Haley of Kansas City; a daughter, Mrs. Lois Blackstone of Annapolis; 11 grandchildren; and two great-grandchildren. Funeral services will be at 2 p.m. Saturday at P. K. Miller Mortuary at Pine Bluff. Burial will be Monday in the National Cemetery at Little Rock. Pallbearers will be members of Stanfield Grady Post 401. The family will be at the home of a foster son, Mr. and Mrs. Archie Nixon at 1102 East Harding Avenue, Pine Bluff.

Obituary for Simon A. Haley in the Pine Bluff Commercial, 24 August 1973

**1973 Pine Bluff, Arkansas**  
Obituary is in *Pine Bluff Commercial* newspaper.

Full name	Occupation	Death date	Birth date
Simon A. Haley	College Educator	1973	1900

Funeral record for Simon A. Haley from the R. N. Horton Funeral Home, Martinsburg, D.C., August 21, 1973

**1973 Washington, D.C.**  
R. N. Horton Funeral Home has a record for Simon.

# HELPS FOR FINDING RECORDS

## Finding Places

To find your ancestor's U.S. records, you need to know where your ancestor was and who kept the records. For example, your grandparents' marriage record may have been kept by the town, county, or state government where they were married.

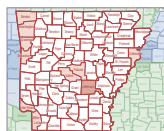
You may need to search four place levels to find the records you need:

1. National or federal records and indexes



United States

2. State records



Arkansas

3. County records



Jefferson County

4. Town records



Pine Bluff

You usually need to know the town to find cemetery, funeral home, or obituary or newspaper records.

To find a record in the Family History Library Catalog, use the Place Search (see "Using the Family History Library Catalog" on page 11). Type **United States** or the name of the state, county, or town. The following table shows, in order, which place level is likely to have each type of record.

To find this record type	Search for records of:
Cemetery records	The town, county, or state of the cemetery where your ancestor was buried. Some cemetery directories are available.
Census (federal) records	The state where your ancestor lived.
Funeral home records	The town, county, or state where the funeral was held. Some funeral home directories are available.
Obituaries (or newspapers)	The town or county where the person died or where the family had lived.
Social Security Death Index	<a href="http://www.familysearch.org">www.familysearch.org</a> . You can search with or without a state.
Social Security applications	The Freedom of Information Officer. It is helpful to give birth and death dates and places.
Vital records (birth, marriage, death)	The county, then the town, then the state where the birth, marriage, or death took place.

### Tips for finding places

- Remember that some families moved often.
- If you don't know where your ancestor was at a specific time, see:
  - Your family records.
  - A national, every-name index such as the indexes to the 1880 or 1930 censuses or the Social Security Death Index.
  - Later records that might help you find earlier records. For example, a census or death record may give a birthplace.

### Tips for finding counties

- To find counties in the 1800s and 1900s (because county borders often changed), see:
  - 1790–1920 *Map Guide to the U.S. Federal Censuses, 1790–1920*, by William Thorndale and William Dollarhide (FHL book 973 X2th)  
Shows county borders during each census year.
  - 1776–1994 *AniMap County Boundary Historical Atlas* (The Gold Bug) (FHL CD-ROM 861)  
Shows changes in county borders in 48 states since 1776.
  - 1872 *The Monitor Post Office, Banking and Shippers' Guide* by Edwin W. Bullinger (FHL film 1002373, item 1)  
Lists the parent county of towns, villages, and post offices in 1872.
  - 1884 *The National Gazetteer: A Geographical Dictionary of the United States*, by Leo De Colange (FHL book 973 E5c 1973; fiche 6046725)  
Lists parent county of towns in 1884.
  - 1991 *Township Atlas of the United States*, by Jay Andriot (FHL book 973 E7an 1991)  
Shows township and county borders in 1991.
- To find modern towns and their counties, see a road atlas.
- To find county records using a Place Search in the Family History Library Catalog, type the name, but not the word *county*. For example, for Hinds County, type:

Place   
Part of

# HELPS FOR FINDING RECORDS

## Family History Library and family history centers

Most records in this guide are available at the Family History Library in Salt Lake City, Utah, and through its family history centers around the world. To find a family history center near you, see [www.familysearch.org](http://www.familysearch.org). Most centers are in church buildings and have limited hours.

These instructions will guide you through resources at family history centers. If you need to find the same records at other archives, you can ask for specific help there. At a family history center, you can:

- Get instructions from the staff on how to use the Family History Library Catalog, a microfilm reader, and other basic research tools.
- Order microfilm or microfiche copies of most records by:
  1. Finding the film or fiche number in the Family History Library Catalog.
  2. Filling out a Microfilm and Microfiche Order Card (34310).
  3. Paying a small fee to cover postage.

Note: When the film arrives, you must use it in the center.

- Order photocopied pages of an indexed book, CD-ROM, microfilm, or microfiche that is not available at your local family history center by:
  1. Finding the call number in the Family History Library Catalog.
  2. Filling out a Request for Photocopies form (31768).

Note: You may request information about a single name or several names.

## Using the Family History Library Catalog

To find any record available through the Family History Library system, look in the catalog for titles, descriptions, and call numbers. Use the Place Search or Keyword Search (see page 12) to find records described in this guide.

Find the catalog at [www.familysearch.org](http://www.familysearch.org). Click **Library**, and then click **Family History Library Catalog** to see the main menu. (The catalog is also available on CD-ROM.)

### Place Search

Use the Place Search to find records of a town, county, state, or country.

For example, to find cemetery records for the town of Jackson, Mississippi:

1. From the main menu, click **Place Search**. On the Place Search screen, you will see:

Place   
Part of (optional)

2. In the Place field, type the town: **Jackson**

In the Part of field, type the state: **Mississippi**

Click **Search**. You will see a list of places.

3. Click the place you want. Places are listed from largest to smallest (state, county, town). For example, the listing for Mississippi, Jackson, is for *Jackson County*.

To select the town of Jackson, click **Mississippi, Hinds, Jackson**. A list of topics will appear.

4. Click the topic you want: **Cemeteries**. A list of titles will appear.
5. Click a title to learn more about it. Information about the title will appear.
6. Look for the following:

In the Notes section, see if the record use is restricted. (A restricted record cannot be sent to a family history center.)

For a book or CD-ROM, find the call number. (Books and CD-ROMs are not available through family history centers.)

For the microfilm or fiche number, click **View Film Notes**.

If the film or fiche number includes an item number, write it down. The item number tells you which item to search on the film.

7. On your search list, write the title and author. Also write the film or fiche number, CD-ROM number, or call number, which you will use to order the record or order photocopies.

# HELPS FOR FINDING RECORDS

## Keyword Search

A Keyword Search is available on some versions of the catalog. If you know the exact name of a funeral home or cemetery, you can use a Keyword Search to see if the Family History Library has a copy of its records. For example, to find records of the Little Rock National Cemetery:

1. From the Family History Library Catalog main menu, click **Keyword Search**.
2. Type the name of the funeral home or cemetery: **Little Rock National Cemetery**.  
Click **Search**. A list of titles will appear.
3. Click the title you want: **Little Rock (Arkansas) National Cemetery burial roster**. The Title Details screen will appear.
4. Look for the following:

In the Notes section, see if the record use is restricted. (A restricted item cannot be sent to a family history center.)

For a book or CD-ROM, find the call number. (Books and CD-ROMs are not available through family history centers.)

For the microfilm or fiche number, click **View Film Notes**.

If the film or fiche number includes an item number, write it down. The item number tells you which item to search on the film.

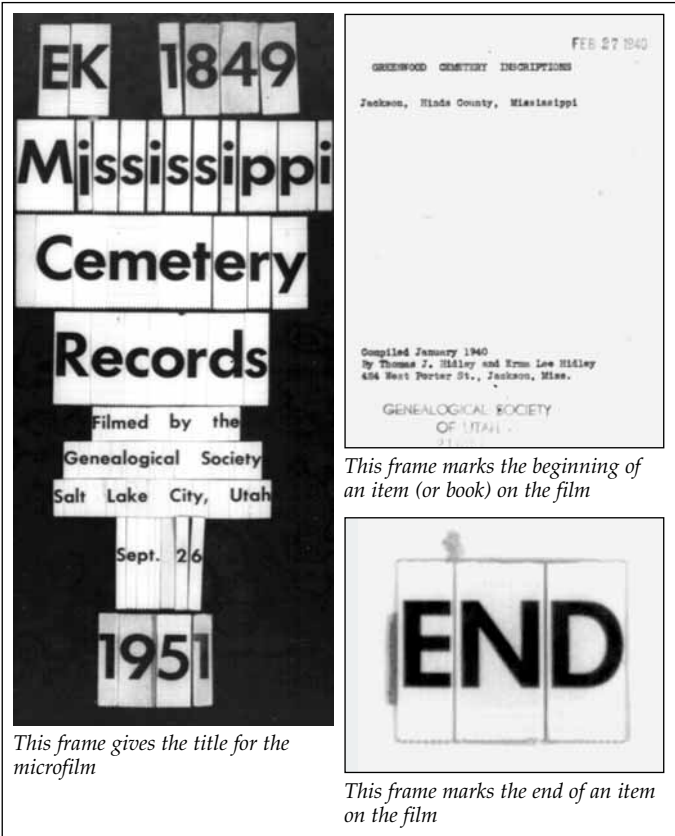
5. On your search list, write the title and author. Also write the film or fiche number, CD-ROM number, or call number, which you will use to order the record or order photocopies.

## Using microfilm

At this time most records in the Family History Library system are on microfilm. Staff members can help you use a microfilm reader.

### Tip

When you are searching a microfilm of several books, make sure you are in the right book. Three or four separate books may be on a single microfilm. If your book is item 3, it would be the third item or book on the microfilm. Look for title pages and ending pages to find where a record begins and ends.



Frames from microfilm of Mississippi Cemetery Records, which includes record books from various cemeteries (FHL film 14837)




# INTRODUCTION TO RECORDS


## Records timeline


The chart below shows the time period covered by each of the records described in this booklet. It also gives page numbers where you can learn more about these records.

		1870	1880	1890	1900	1910	1920	1930	1940	1950	1960	1970	1980	1990	2000
<b>Birth records</b>	See "Vital Records," p. 29 and "Vital Records: Birth," p. 30.														present
<b>Cemetery records</b>	See pp. 14–15.														present
<b>Census records (federal)</b>	See pp. 16–21.														
<b>Death records</b>	See "Vital Records," p. 29 and "Vital Records: Death," p. 31.														present
<b>Funeral home records</b>	See pp. 22–23.														present
<b>Marriage records</b>	See "Vital Records," p. 29 and "Vital Records: Marriage," p. 32.														present
<b>Obituary records</b>	See pp. 24–25.														present
<b>Social Security applications</b>	See pp. 26–27.														present
<b>Social Security Death Index</b>	See p. 28.														present

## Terms and symbols in this booklet

 **Book** Only microfilmed copies of books in the Family History Library can be loaned to family history centers.

 **Internet** Records and other information are available on the Internet.

 **CD-ROM** Records on CD-ROM are available at the Family History Library. A few are also available at some family history centers or for purchase through Salt Lake Distribution Services (see "Where to Order or Download Publications," on page 33).



**Microfilm or microfiche** Records on microfilm or microfiche at the Family History Library can be ordered from Salt Lake Distribution Services (see "Where to Order or Download Publications" on page 33) and used at a family history center.

**Finding Aids** A finding aid is any resource that can help you find a record, an archive, or record keeper or help you find your ancestor in a record.

**Indexes** An index is a list of the records or names available in a larger record. An every-name index for a location (such as the 1880 or 1930 U.S. census index) can be one of the quickest, most useful tools for finding an ancestor.

# CEMETERY RECORDS

1865–Present

## Case Study

Bill wants to find Simon Haley's cemetery record. He knows Simon was buried as a veteran in a national cemetery in Little Rock, Arkansas.

1. Bill searches the [Family History Library Catalog](#) for cemetery records and orders the record at a family history center.

- In the [Family History Library Catalog](#), he clicks **Place Search**. In the Place field he types **Little Rock**. In the Part of field, he types **Arkansas**.
- On the Results screen he clicks **Arkansas, Pulaski, Little Rock**.
- On the Place Details screen he sees topics for Little Rock and clicks **Cemeteries**.
- On the Topic Details screen he clicks **Little Rock (Arkansas) National Cemetery burial roster**.
- On the Title Details screen he clicks **View Film Notes** to find the film or fiche number. He writes film number 6067446 on his search list.

(continued on next page)

## Use cemetery records to:

- Find reliable death dates and other information.
- Find family members buried in the same cemetery.
- Find children who died young and were not listed in other records.

## Content

Most African American cemetery records were created after 1865. They may contain:

- Birth date.
- Death date.
- Place of birth or death (rarely).
- Age at death.
- Relationships of family members.
- Occupational information (such as military service).
- Religion.
- Associations joined (such as a school fraternity, Freemasons, and so on).
- Parents' names (rarely).

## Tips

- Try to find the original sexton's records, which usually have more information than published cemetery records or indexes.
- Ask for a map of burial plots, and see if any relatives are buried near your ancestor.
- Look at tombstone inscriptions for information not found in cemetery records.

## Searching Cemetery Records

Before searching you must know:

- Your ancestor's name.
- A death date (exact if possible, but at least an approximate year).
- Place of death (town or county).
- Name of cemetery where buried.

Located at:

- [Family History Library and family history centers](#)
- Public libraries (often in one-of-a-kind transcripts of local cemetery records)
- The cemetery where your ancestor was buried

## Family History Library Catalog:

There are four ways to search:

- Place Search (town):

Place

Part of

Topic to choose: **Cemeteries**

- Place Search (county):

Place

Part of

Topic to choose: **Cemeteries**

- Place Search (state):

Place

Part of

Topic to choose: **Cemeteries**

- Keyword Search (on some versions):

Search steps:

- To find cemetery records in your ancestor's area:
  - Look in the Family History Library Catalog.
  - See "Cemetery Records: Finding Aids" on [page 15](#).
- Write the author, title, and call number of each source on your [search list](#).
- Order the record and search it.

Name		Birth date		Date and place of death		Funeral home	
LAST NAME - FIRST NAME - MIDDLE NAME				GRADE		SERVICE NUMBER	
HALEY, Simon A.				SGT		LITTLE ROCK NATIONAL	
DATES OF SERVICE				SERVICE DATA (Company, Regiment, Division, or other organization and basic arm of service)			
ENLISTMENT		SEPARATION		<input type="checkbox"/> RETIRED		CHECK IF REMAINS CREMATED	
28 Apr 1918		19 Mar 1919		<input type="checkbox"/> DIED ON AD		U.S. ARMY	
<input checked="" type="checkbox"/> WW I <input type="checkbox"/> WW II <input type="checkbox"/> KOREA <input type="checkbox"/> OTHER (Specify)				STATE			
TENNESSEE				EMBLEM (Check one) <input checked="" type="checkbox"/> CHRISTIAN <input type="checkbox"/> NONE <input type="checkbox"/> HEBREW <input type="checkbox"/> OTHER (Specify)			
DATE OF BIRTH		DATE OF DEATH		DATE OF INTERMENT		GRAVE LOCATION	
MO	DAY	YEAR	MO	DAY	YEAR	MO	DAY
Mar	8	1892	Aug	19	1973	Aug	27
SECTION		GRAVE NUMBER		DEPTH OF GRAVE		CASKET IN	
16		1429		5'CL		<input checked="" type="checkbox"/> BOX <input type="checkbox"/> VAULT <input type="checkbox"/> NONE	
NAME AND ADDRESS OF NEXT OF KIN OR OTHER RESPONSIBLE PERSON (Include zip code and relationship)				HEADSTONE OR MARKER ORDERED			
				4348798			
REMARKS (Authority for interment, disinterment)				SHIPPING POINT FOR HEADSTONE (Nearest freight station)			
AUTH: Telecom USAMAA dated 27 Aug 73 Agreement for Burial on file				Little Rock, Arkansas			
PLACE OF DEATH (City and State)				RELIGIOUS DENOMINATION OF DECEDENT			
Martinsburg, West Virginia				Protestant			
NAME AND ADDRESS OF FUNERAL DIRECTOR				NAME OF CHAPLAIN OFFICIATING AT BURIAL SERVICE			
P.K. Miller Funeral Home				Rev/ T.C. Evans			
204 East 2nd St.				SIGNATURE OF SUPERINTENDENT			
Pine Bluff, Arkansas 71601				JACK A. MORRIS <i>Jack A. Morris</i>			
DA FORM 2122				RECORD OF INTERMENT			
1 NOV 53				2			

1973 cemetery record for Simon A. Haley from Little Rock National Cemetery

# CEMETERY RECORDS: FINDING AIDS

## To find cemetery records and locations, see:



[www.findagrave.com](http://www.findagrave.com)

- Lists over 150,000 U.S. cemeteries
- Includes maps to cemeteries
- Links to record transcriptions of 60,000 cemeteries
- Is searchable by name of person

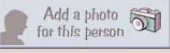
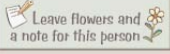
**Simon A Haley**

[Learn about removing the ads from this page!](#)

Birth: Mar. 8, 1892  
Death: Aug. 19, 1973

Burial: [Little Rock National Cemetery](#)  
Little Rock  
Pulaski County  
Arkansas, USA  
Plot: 16, 1429

Record added: Mar 4 2000

Simon A. Haley's burial listing at [www.findagrave.com](http://www.findagrave.com)



[www.cemeteryjunction.com](http://www.cemeteryjunction.com)

- Lists over 38,000 U.S. cemeteries
- Gives cemetery addresses
- Gives links to transcribed cemetery records

## To find books and periodicals that have cemetery records, see:



*Periodical Source Index (PERSI)*,

1999–present, at [www.ancestry.com](http://www.ancestry.com)

- The most comprehensive index to article titles in U.S. genealogy and local history periodicals
- Fee charged; free at the Family History Library and family history centers with Internet access

Locality: U.S. States, <a href="#">Arkansas</a> , <a href="#">Pulaski</a>	Record Type: <a href="#">Cemeteries</a>
Article Title: Bayou Meto Cemetery	
Periodical: <a href="#">Arkansas Family Historian</a>	
Volume: 1	Number: 3 (September 1962)
Locality: U.S. States, <a href="#">Arkansas</a> , <a href="#">Pulaski</a>	Record Type: <a href="#">Cemeteries</a>
Article Title: Bethel Cemetery (Selected)	
Periodical: <a href="#">Arkansas Family Historian</a>	
Volume: 2	Number: 2 (October 1963)
Locality: U.S. States, <a href="#">Arkansas</a> , <a href="#">Pulaski</a>	Record Type: <a href="#">Cemeteries</a>
Article Title: Cato Methodist Church Cemetery	
Periodical: <a href="#">Arkansas Family Historian</a>	
Volume: 29	Number: 2 (June 1991)

*Cemeteries from Pulaski County, Arkansas, from the Periodical Source Index (PERSI)*



*The Cemetery Record Compendium: Comprising a Directory of Cemetery Records and Where They May Be Located*, by John D. Stemmons and E. Diane Stemmons, 1979. (FHL book 973 V34s; fiche 6126201)

- Lists cemetery records at the Family History Library as of 1979, including periodical articles, which are not listed in the Family History Library Catalog.
- Alphabetical by state, county, town, and cemetery name.



*Index to United States Cemeteries*, by the Genealogical Society of Utah, 1988. (FHL films 1206468–94)

- Gives cemetery locations and call numbers of cemetery records at the Family History Library, including periodical articles, which are not listed in the Family History Library Catalog.
- Arranged by state, county, and cemetery name.

## To find cemetery addresses or phone numbers only, see:



*Cemeteries of the United States: A Guide to Contact Information for U.S. Cemeteries and Their Records*, 1994. (FHL book 973 V34ce)

- Lists over 22,000 U.S. cemeteries (operating and inactive)
- Gives:
  - Location or mailing address
  - Phone and fax numbers
  - Clerks' contact information
  - Years of operation
  - Religious and other affiliations
- Alphabetical by state, county, and cemetery name

★ 517 ★ **Little Rock National Cemetery**  
2523 Confederate Blvd.  
Little Rock, AR 72206  
Phone: (501)324-6401  
Fax: (501)324-7182  
Don Mallick, Contact  
Alvin J. Sander, Director  
**Years of Operation:** 1867–Present.  
**Ownership/Governance:** Under the jurisdiction of the National Cemetery System, Department of Veterans Affairs. **Affiliations:** National cemetery. **Services:** open 24 hours for visitation; office hours are 9 a.m.–5 p.m. **Cemetery Records:** housed on-site; searches by appointment; and by office personnel only;

*Cemetery listings from Cemeteries of the United States (FHL book 973 V34ce)*

Name	Date of Death	Section	Grave No.
HALEY ANDREW (CIVIL WAR)	JAN 28 1916	6	6194
HALEY CECIL E	NOV 29 1993	20	320
HALEY JERRY E	DEC 4 1960	8	181
HALEY SIMON A	AUG 19 1973	16	1429
HALEY TEDDY A	SEP 15 1976	16	1264
HALIBURTON ARTHUR	NOV 3 1918	8	6270
HALL ALBERT	MAY 4 1972	5	7384C
HALL AUGUSTA	JUL 31 1993	20	219

*Cemetery roster showing Simon Haley in the Little Rock (Arkansas) National Cemetery Burial Roster (FHL fiche 6067446)*

(continued from previous page)

f. He orders this film. It will arrive at the family history center in 10 days.

2. Bill searches the record.

a. On the microfiche he finds Simon Haley's name. He writes down Simon's death date, cemetery section, and grave number. (See the illustration of the cemetery roster at the bottom of this column.)

b. Because no birth information is given, Bill looks at the beginning of the cemetery roster book to find the address and telephone number of the cemetery. He copies the information on his search list.

c. He calls the cemetery. He learns more information is available and requests a photocopy.

d. When the photocopy arrives—listing Simon's birth, death, and burial dates—Bill writes a document number on the copy.

3. Bill records the information he finds.

a. On the [family group record](#) he writes Simon's birth and death information and source information.

b. On his [search list](#) he records the results of his search and the document number he gave the cemetery record.

# CENSUS RECORDS

## 1870–1930

### Case Study

Bill wants to learn about Simon's family in census records. He knows Simon's father's name is Alexander. He also knows that Simon was born in 1892 in Tennessee. He decides to search the 1900 U.S. census of Tennessee.

1. Bill searches an index, in this case the 1900 Soundex Index, for Alexander Haley (see "Census Indexes: Soundex" on pages 20–21).
    - a. He determines the Soundex code for *Haley*, which is H-400. He writes the code on his search list.
    - b. To find the Soundex film number, he looks in the [Family History Library Catalog](#) and clicks **Place Search**.
    - c. In the Place field he types **Tennessee**. Then he clicks **Search**.
    - d. On the Place Search Results screen, he clicks **Tennessee**.
    - e. On the Place Details screen he clicks **Tennessee - Census - 1900**.
    - f. He browses the titles and clicks **Tennessee, 1900 federal census: soundex and population schedules**.
    - g. On the Title Details screen he clicks **View Film Notes**. He sees that Soundex code H-400 is on film 1248612. He writes this number on his search list.
    - h. On the Soundex film he finds an Alec Haley with a son named Simon who was born in 1892.
    - i. He photocopies the Soundex entry.
    - j. On his search list he writes that the family is in Hardin County, enumeration district 33, sheet 1.
  2. With the Soundex Index information, Bill now finds the census film for Hardin County, Tennessee.
- (continued on next page)

### Use census records to:

- Learn the names of family members during a census year.
- Learn an ancestor's town or county of residence. This leads to other records, such as vital records of a town or county.
- Find a state of birth for an ancestor and his or her parents.

### Content

	1870	1880	1900	1910	1920	1930
Names of all household members	X	X	X	X	X	X
Age	X	X	X	X	X	X
Birth month and year			X			
Birthplace (state)	X	X	X	X	X	X
Birthplace of parents (state)		X	X	X	X	X
Marital status (single, married, widowed, or divorced)		X	X	X	X	X
Number of children born to mother and number still living			X	X		
Occupation	X	X	X	X	X	X
Relationship to head of household		X	X	X	X	X
Residence (town and county)	X	X	X	X	X	X

### Tips

- When using the 1870 census, look for the second filming, which is usually easier to read. In the Family History Library Catalog, the Film Notes that describe each census film will say (*1st*) or (*2nd*) in the description.
- The 1890 census was destroyed.
- Search for your family in every available census to find additional children, in-laws, grandparents, and other members of a changing household.
- When you find your family, photocopy the whole census page or ask your family history center for a form to copy census information.
- U.S. census records are opened to the public 70 years after they are taken.

### Searching Census Records

Before searching you must know:

- The name of the head of household (usually the father). If the father is not listed, search for the mother. (For the 1880 and 1930 censuses, you can search for any name—father, mother, or child.)
- The state where the family lived. Most indexes cover only one state.

Located at:

- [Family History Library and family history centers](#)
- National Archives (see [www.archives.gov](http://www.archives.gov) for addresses of regional branches)
- State archives
- University libraries and some large public libraries

[Family History Library Catalog](#):

Place Search:

Place

Part of

Topic to choose: **Census - [Year]**

Search steps:

1. Search a census index.
  - a. See "Census Records: Indexes" on [pages 18–19](#), and find the census year you want.
  - b. In the index, find the name and write down the county and page number or enumeration district (E.D.) and sheet number.
2. With the index information, search the census film at a family history center.
  - a. In the [Family History Library Catalog](#) find the film number for the county and page or enumeration district you need.
  - b. Order the film.
  - c. On the film, find the county and page number or enumeration district and sheet number. Many census pages have two page or sheet numbers. For the 1870 census, use the stamped number; for later censuses, use the handwritten number.



1870–1930

State Mississippi County Itasca

Township Savannah

Enumeration district 14 E N road

Sheet number 50-01

T-286.

**TWELFTH CENSUS OF THE UNITED STATES.**

**SCHEDULE No. 1.—POPULATION.**

Supervisor's District No. 33

Enumeration District No. 33

Sheet No. 1

Name of institution.  
 Name of incorporated city, town, or village, within the above-named division.  
 Enumerated by me on the 1st day of June, 1900.

Name of institution.  
 Name of incorporated city, town, or village, within the above-named division.  
 Enumerated by me on the 1st day of June, 1900.

Name of institution.  
 Name of incorporated city, town, or village, within the above-named division.  
 Enumerated by me on the 1st day of June, 1900.

LOCATION		NAME	RELATION	PERSONAL DESCRIPTION		NATIVITY			CITIZENSHIP	OCCUPATION, TRADE, OR PROFESSION	EDUCATION	OVERSEER OF FARM
IN CITY	IN TOWNSHIP	of each person whose place of abode on June 1, 1900, was in this family.		SEX	DATE OF BIRTH	Place of birth of this person.	Place of birth of Father of this person.	Place of birth of Mother of this person.		of each person TEN YEARS of age and over.		
Male	Female			M	F	Year	State	Foreign	Years of citizenship	Years of school	Years of school	Years of school
		1	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss	Capitalist		
		2	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		3	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		4	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		5	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		6	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		7	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		8	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		9	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		10	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		11	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		12	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		13	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		14	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		15	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		16	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		17	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		18	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		19	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		20	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		21	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		22	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		23	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		24	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		25	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		26	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		27	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		28	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		29	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		30	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		31	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		32	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			
		33	Cherry Edgely	Wife	M	1854	Miss	Miss	Miss			
		34	Cherry Edgely	Wife	F	1854	Miss	Miss	Miss			

(continued from previous page)

- a. In the [Family History Library Catalog](#) he returns to the catalog entry where he found the Soundex film number (see steps 1b–1g above).
- b. On the Film Notes screen, he scrolls past the Soundex entries to the Population Schedule entries. He finds Hardin County on film 1241576. He writes this number on his search list.
3. Bill searches the Hardin County, Tennessee, census for the Alec Haley family.
  - a. He finds Hardin County, then enumeration district 33, then sheet 1.
  - b. He finds the Alec Haley family and notes that Alec and Queen, the parents, were both born in Alabama.
  - c. He sees that the oldest child (Frelan) had parents who were born in Tennessee.
  - d. On his search list he makes a note to search earlier and later censuses to find Frelan's relationship to this family.
  - e. He photocopies the census page and writes a document number on it.
4. Bill records the information he finds.
  - a. On the [family group record](#) he writes the family information and source information.
  - b. On his [search list](#) he records the results of his search and the document number.

Head of household	Names	Relation to head of household	Race	Birth date	Age	Marital status	Years married	Mother's children living	Birth state	Father's birth state	Mother's birth state	
NAME		RELATION.	PERSONAL DESCRIPTION.						NATIVITY.			
of each person whose place of abode on June 1, 1900, was in this family.		Relationship of each person to the head of the family.	Color or race.	DATE OF BIRTH.		Age at last birthday.	Whether single, married, widowed, or divorced.	Number of years married.	Number of living children.	Place of birth of each person and parents of each person enumerated. If born in the United States, give the State or Territory; if of foreign birth, give the Country only.		
Enter surname first, then the given name and middle initial, if any.				Month.	Year.					Place of birth of this Person.	Place of birth of FATHER of this person.	Place of birth of MOTHER of this person.
Include every person living on June 1, 1900. Omit children born since June 1, 1900.												
3	4	5	6	7	8	9	10	11	12	13	14	15
Haley	Alma 7-1-1	Wife	B	M Aug 1845	54	M	17			Ala	Ala	Ala
—	Lucy 7-1-1	Wife	B	F 1858	41	M	17	7	4	Ala	Ala	Ala
—	Frederic	Son	B	M Jan 1879	21	S				Ala	Ala	Ala
—	Abner	Son	B	M Sept 1880	19	S				Ala	Ala	Ala
—	Amos	Son	B	F Apr 1882	18	S				Ala	Ala	Ala
—	Conny	Son	B	M Nov 1887	12	S				Ala	Ala	Ala
—	S. Ed	Son	B	M Dec 1892	8	S				Ala	Ala	Ala

1900 census record for Alec Haley family in Savannah, Hardin County, Tennessee. Simon is the youngest child in this household. (FHL film 1241576)

# CENSUS RECORDS: INDEXES

1870–1930

## Use census indexes to:

- Quickly learn where your ancestor can be found in a census.
- Quickly find almost any ancestor and where he or she lived (if there is an every-name, national index, such as the 1880 and 1930 U.S. Census Indexes).

## Content

Content varies according to the index you are using.

- Most indexes contain minimal information, such as a county or enumeration district, a town or ward, and a page number where your ancestor can be found in the census (see the 1900 Soundex index sample on [page 20](#)).
- Some indexes contain expanded information about heads of households.
- A few every-name indexes contain extensive information about all household members and their neighbors (see the 1880 census index sample on [page 19](#)).

## Tips

- Some census indexes do not include African Americans. If you cannot find your ancestor in an index, search the census line by line for your family.
- At family history centers and libraries, ask a staff member if a census index book, CD-ROM, or Web site is available for a city, county, or state you are searching.
- To find the most current census indexes, see [www.census-online.com](http://www.census-online.com).

## Searching Census Indexes

Before searching you should know:

- The name of your ancestor or the name of the head of household (for head-of-household indexes).
- The state where your ancestor lived at the time of the census (helpful, but not essential for national indexes).
- The Soundex code (for Soundex indexes) for your ancestor's surname (see "Census Indexes: Soundex" on [pages 20–21](#)).

Census indexes are located:

- At the [Family History Library](#) and family history centers.
- On the Internet.
- At the National Archives (see [www.archives.gov](http://www.archives.gov) for addresses of regional branches).
- At state archives.
- At university libraries and some large public libraries.

To find census indexes in the [Family History Library Catalog](#), use the Place Search (for indexes in books, CD-ROMs, microfilm or microfiche):

Place

Part of

Topic to choose: **Census - [Year] - Indexes**

## 1870 census indexes



*African Americans in the 1870 U.S. Federal Census*, Heritage Quest, 2001 (FHL CD-ROM 388)

Use this index to find:

- African American heads of households.
- Males over 50.
- Females over 70.
- Household members with a different surname than the head of household.
- A family's town, county, and state of residence.

Located at:

- Family History Library and some family history centers
- Some university or public libraries



*AIS Microfiche Indexes of U.S. Census and Other Records*, by Ronald Vern Jackson

Use this index to find:

- Heads of household from Alaska, Arizona, Colorado, Dakota Territory, Idaho, Minnesota, Montana, Nevada, New Mexico, Washington, and Wyoming.

Located at:

- Family History Library and many family history centers (ask for help to find where the fiche are kept)



[www.genealogy.com](http://www.genealogy.com)

Use this index to find:

- Heads of households for all states.
- Links to 1870 census images.

Fee charged.

## 1880 census indexes



1880 United States Census Index at [www.familysearch.org](http://www.familysearch.org)

This is the best index to the 1880 census. Use this index to:

- Find almost anyone listed in the 1880 census. Lists all members of the household.
- Locate ancestors when you do not know their state of residence. This index covers the entire United States; most indexes cover one state only.



*1880 United States Census and National Index*

The CD-ROM version of the 1880 census index listed above.

To order:

- Call the Church distribution center at 801-240-2800.
- Visit [www.familysearch.org](http://www.familysearch.org). Click **Order/Download Products**.



1880 U.S. Census Soundex Index (see "Census Indexes: Soundex" on [pages 20–21](#))

This is a head-of-household index limited to those households that had children born between 1869 and 1880.



# CENSUS RECORDS: INDEXES

1870–1930

## Household:

Name	Relation	Marital Status	Gender	Race	Age	Birthplace	Occupation	Father's Birthplace	Mother's Birthplace
Silas WOODRUFF	Self	M	Male	B	62	SC	Farming	---	---
Rena WOODRUFF	Wife	M	Female	MU	35	AL	Keeping H.	---	---
Andrew WOODRUFF	Son	S	Male	B	13	AL	At School	SC	AL
Alexander WOODRUFF	Son	S	Male	B	9	TN	At School	SC	AL
James WOODRUFF	Son	S	Male	B	8	TN	At School	SC	AL
Cornelia WOODRUFF	Dau	S	Female	B	5	TN		SC	AL
John W. WOODRUFF	Son	S	Male	B	1	TN		SC	AL
Richard WILLIAMS	Other	S	Male	B	24	TN	Farm Hand	---	---

## Source Information:

Census Place Savannah, Hardin, Tennessee  
 Family History Library Film [1255260](#)  
 NA Film Number T9-1260  
 Page Number 34D

1880 United States Census Index at [www.familysearch.org](http://www.familysearch.org), Silas Woodruff household record. (There is no 1880 household record for Alex Haley and Queen Davis because they married in 1881.)

## 1900 census indexes

 1900 Soundex Indexes (see "Census Indexes: Soundex" on [pages 20–21](#))

Use the 1900 Soundex indexes to find:

- Heads of households in all states (search by state).

Located at:

- Family History Library and some family history centers
- National archives and its branches
- Large libraries

 [www.genealogy.com](http://www.genealogy.com)

Use this index to find:

- Heads of households for all states.
- Links to 1900 census images.

Fee charged.

## 1910 census indexes

 1910 Soundex Indexes (see "Census Indexes: Soundex" on [pages 20–21](#))

Use the 1910 Soundex indexes to find:

- Heads of households in some states.

Located at:


- Family History Library and some family history centers
- National archives and its branches
- Large libraries

 [www.genealogy.com](http://www.genealogy.com)

Use this index to find:

- Heads of households for all states.
- Links to 1910 census images.


Fee charged.

 Various 1910 book indexes

At the Family History Library, use book indexes to find:

- Heads of households. See the [Family History Library Catalog](#) for the available state indexes.

At other libraries and family history centers, ask for book indexes for specific states.

 1910 census indexes for New York on CD-ROM  
 Available at the Family History Library only.

Use these indexes to find:

- Heads of households in upstate New York. (FHL CD-ROM 842)
- Heads of households for New York City. (FHL CD-ROM 841)

## 1920 census indexes

 1920 Soundex Indexes (see "Census Indexes: Soundex" on [pages 20–21](#))

Use the 1920 Soundex indexes to find:

- Heads of households in all states (search by state).

Located at:

- Family History Library and family history centers
- National archives and its branches
- Large libraries

 [www.ancestry.com](http://www.ancestry.com)

Use this site to find:

- Heads of households for all states.
- Links to 1920 census images.

Fee charged; free at the Family History Library and family history centers with Internet access.

## 1930 census index

 [www.ancestry.com](http://www.ancestry.com)

Use this site to find:

- Any name in the 1930 census.
- Links to 1930 census images.

Fee charged; free at the Family History Library and family history centers with Internet access.

# CENSUS INDEXES: SOUNDEX

## Use Soundex Indexes to:

Learn where your ancestor can be found in a census. Soundex Indexes list surnames by Soundex code. This code groups surnames by sound, not exact spelling. For example, the surnames *Stewart*, *Stuart*, and *Steward* have the same code and appear together in the index.

### Searching Soundex Indexes

Before using Soundex you must know:

- Your ancestor's name.
- The census year and state you want to search.
- The Soundex code for your ancestor's surname (see the chart on [page 21](#)).

Located at:

- [Family History Library](#) and family history centers
- Large libraries

Search steps:

1. Determine the Soundex code for your ancestor's surname (see "Converting a surname to a Soundex code" on [page 21](#)).
2. In the Family History Library Catalog, find the number for the correct Soundex film (see "Finding the right Soundex film" on this page).
3. On the film, find your ancestor's Soundex code, then search for the given name (given names are alphabetical within the code group).
4. Copy all the information you find (you may need every detail for your census search).

### Tips for the 1910 Soundex Index

- Some major cities and counties have their own indexes. For example:
  - In Alabama: Birmingham, Mobile, and Montgomery
  - In Georgia: Atlanta, Augusta, Macon, and Savannah
  - In Louisiana: New Orleans and Shreveport
  - In Pennsylvania: Philadelphia County
- To find film numbers for city indexes in the [Family History Library Catalog](#), you must search under the name of the state, not the city:
  1. Use the Place Search:

Place

Part of
  2. On the Place Search Results screen, click the state.
  3. From the list, click on **[state] - Census - 1910**.
  4. On the Topic Details screen, click the title.
  5. On the Title Details screen, click **View Film Notes**.
  6. On the Film Notes screen, look for city indexes after the Soundex film numbers for the rest of the state.

### Finding the right Soundex film

After you have your ancestor's Soundex Code, find the Soundex film.

1. In the [Family History Library Catalog](#), click **Place Search** and type the state where your ancestor lived.
2. On the Place Search Results screen, click the state.
3. From the list, click the census year you want: **[state] - Census - [year]**.
4. On the Topic Details screen, click the title you want.
5. On the Title Details screen, click **View Film Notes**. Scroll to your ancestor's Soundex code (on the left side of the screen) and write down the microfilm number (on the right side of the screen).

Soundex code	Race	Name	Enumeration district	State	Location in Census
H400		Haley, Alec.		TENNESSEE	
		(HEAD OF FAMILY)		VOL. 29	E.D. 33
				SHEET 1	LINE 9
B	W	1845	55	Ala	
(COLOR)	(MARRIAGE)	(YEAR)	(AGE)	(BIRTHPLACE)	(CITIZENSHIP)
		Hadden		4th civil dist	
		(CITY)		(STREET)	(HOUSE NO.)

1900 Soundex Index entry for Alec Haley, Simon's father (FHL film 1248612)



# CENSUS INDEXES: SOUNDINDEX

## Converting a surname to a Soundex code

### Converter on the Internet



[www.bradandkathy.com](http://www.bradandkathy.com)

The quickest way to convert a surname to a Soundex code is to use the automatic converter on this site.

Click **Genealogy**, and then click **Yet Another Soundex Converter**.

### Steps to do it yourself

Instructions	Examples	Your ancestor's surname
1. Write the family surname in the far right column of this chart, but <b>omit the letters H and W</b> if they are not the first letter.	ASHCROFT = ASCROFT CARWRIGHT = CARRIGT	
2. Write the first letter of the surname in the first blank.	ASCROFT = A- _ _ _ CARRIGT = C- _ _ _	_ - _ _ _
3. Cross out the remaining vowels (A, E, I, O, U, or Y).	ASCROFT = A-SCRFT CARRIGT = C-RRGT	
4. If there are any double letters, cross out one of them.	CRRGT = C-RGT	
5. If there are any consonants side by side with the same code number (see the Soundex Code Key below), cross out all but one of those consonants.	ASCRFT = A-SRFT	
6. Using the Soundex Code Key below, assign a Soundex code to the first three of the remaining letters. Soundex codes have one letter and three numbers.	ASRFT = A-261 CRGT = C-623	
7. Stop coding after you have three numbers. If a name does not have enough numbers, add zeros to make three digits. For example, the Soundex code for <i>Haley</i> is H400.		Your ancestor's Soundex code _ - _ _ _

Soundex Code Key	
Letter in surname	Code
B, P, F, V	1
C, S, K, G, J, Q, X, Z	2
D, T	3
L	4
M, N	5
R	6

# FUNERAL HOME RECORDS

About 1880–Present

## Case Study

Bill wants to find the funeral home record of Simon Haley, whose funeral was in August 1973 at the Horton funeral home in Washington, D.C.

1. Bill requests the record.
  - a. Bill searches [www.switchboard.com](http://www.switchboard.com) and finds the phone number of Horton's Funeral Service. He writes the number on his search list.
  - b. He telephones the funeral home and asks the clerk to look for Simon's record.
  - c. Bill asks the clerk to send him a copy of the record. He writes a document number on it.
2. Bill reads the record and writes any new information:
  - a. On the [family group record](#) he writes family information and source information.
  - b. On his [search list](#) he records the results of his search and the document number he gave the funeral record.

## Use funeral home records to:

- Find an accurate death date and place.
- Find the names of your ancestor's parents (especially helpful for married women).
- Learn where your ancestor is buried.

## Content

Few pre-1880 funeral home records are available. Records vary widely, but they may contain:

- Full name and age at death.
- Death date and place (town, county, state).
- Birth date and place (town, county, state).
- Names of parents, including mother's maiden name.
- Birthplaces of parents (town, county, state).
- Sex, race, occupation, or Social Security number.
- Home address.
- Marital status (single, widowed, married, divorced).
- Cause of death (if the death was caused by accident, murder, or rare disease, there may be a newspaper report).
- Name of person who provided information for the record (funeral records are more reliable when the person is a close relative of the deceased).
- Name of person who paid the mortician's bill (usually a relative or friend).
- Name and religion of clergyman who performed the funeral (leads to church records).
- Cemetery name and place (city, county, state) and burial plot number (this can help you find gravestone and cemetery records).

## Tip

If the funeral home won't send you a record that lists living relatives, ask the clerk to photocopy the record and cross out the names of living relatives before sending you a copy.

## Searching Funeral Home Records

Before searching you must know:

- The full name of the individual at death (for women this includes the married surname).
- The date of death or burial.
- The town of death or burial.

Located at:

- Family History Library and family history centers
- Large public libraries
- Funeral homes

In the Family History Library Catalog, try these three searches:

- Place Search (town):

Place

Part of

Topic to choose: **Funeral homes**

- Place Search (county):

Place

Part of

Topic to choose: **Funeral homes**

- Keyword Search

Search steps:

1. See "Finding Aids" on page 23 to find the name of the funeral home.
2. Telephone the funeral home to request a search.

# FUNERAL HOME RECORDS

About 1880–Present

Full name		Occupation	Death date	Birth date																																																																																							
<b>432 RECORD OF FUNERAL</b>																																																																																											
Total No.	Yearly No.		Date of Entry Aug 21 1973																																																																																								
Name of Deceased Simon A. Haley																																																																																											
<input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Widowed <input checked="" type="checkbox"/> Divorced																																																																																											
Residence 3169 Whittier St. NW, Washington, D.C.																																																																																											
Charge to Julius G. Haley																																																																																											
Address 3169 Whittier St. NW, Washington, D.C.																																																																																											
Order given by Don Haley (or informant)																																																																																											
How secured By Phone																																																																																											
If Veteran, Name of War.																																																																																											
Occupation Libred Leach (Social Security Number)																																																																																											
Employer and Address																																																																																											
Date of Death Aug 19 1973 (Mo.) (Day) (Yr.) (Hour)																																																																																											
Date of Birth 3/8/1892 (Mo.) (Day) (Yr.) (Age) (Mos.) (Days)																																																																																											
Name of Father																																																																																											
His Birthplace																																																																																											
Maiden Name of Mother Queen-																																																																																											
Her Birthplace																																																																																											
Date of Funeral Aug 21 1973 (Mo.) (Day) (Yr.) (Hour)																																																																																											
Services at St. Luke's Church																																																																																											
Clergyman Rev. Keith																																																																																											
Religion of the Deceased Protestant																																																																																											
Birthplace Arkansas																																																																																											
Resided in the State (or U.S. or City or County) (Years) (Months)																																																																																											
Place of Death Veterans Hosp Center, Washington, D.C.																																																																																											
Cause of Death																																																																																											
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Funeral home record for Simon A. Haley, Horton's Funeral Service, Washington, D.C., August 21, 1973

## FINDING AIDS

To learn the names, addresses, and phone numbers of funeral homes near your ancestor's place of death, see:

- American Blue Book of Funeral Directors, National Funeral Directors Association, biennial. (FHL book 973 U24a)
  - Arranged by state, then city, then funeral home

- Yellow Book of Funeral Directors, National Directory of Morticians. (FHL book 973 U24y)
  - Arranged by state, then city, then funeral home
- [www.switchboard.com](http://www.switchboard.com)
  - Arranged by state, then county or town
  - Funeral directors are listed according to their distance from your ancestor's place of death

# OBITUARY RECORDS

About 1900–Present

## Case Study

Bill wants to find Simon Haley's obituary. He knows that Simon's funeral was in Pine Bluff, Arkansas, in August 1973.

1. Bill checks the library in Pine Bluff for obituary records.
  - a. To find libraries in Pine Bluff, he looks at [www.switchboard.com](http://www.switchboard.com) and writes the phone number of Pine Bluff Library on his search list.
  - b. He telephones the library and asks how to get a copy of an obituary. He learns that the librarian will search the records for him (for a fee). The librarian sends him a copy of the obituary.
  - c. When the obituary comes in the mail, Bill writes a document number on it.
2. Bill writes down the information he has found in the obituary.
  - a. On the family group record he writes new family information and records the source, including the newspaper date, volume, and page.
  - b. On his search list he records the results of his search and the document number he gave the obituary.

## Use obituaries to:

- Find information about your ancestor, such as birth, marriage, death, and burial.
- Learn the names of family members, such as parents, spouse(s), children, brothers, and sisters.

## Content

A few obituaries were published in the 1800s, but the practice became common only after 1900. Obituaries range from one-line death notices to biographies of several paragraphs. They may give:

- Full name (including maiden name for women).
- Death date and place.
- Burial date and place.
- Parents' names.
- Occupation.
- Membership in religious or charity groups.
- Biographical information.
- Places of residence.
- Names and places of residence of surviving children and grandchildren.

## Tips

- Some people had more than one obituary. If you find a short death notice, look for a longer obituary in a later newspaper.
- Small-town newspapers often print more detailed obituaries than larger newspapers do.
- Newspapers sometimes report the gathering of relatives during an illness or after a death. If you don't find an obituary for your ancestor on his or her death date, search the newspaper for two weeks before and two weeks after.
- Look for newspapers at the newspaper office or a library in your ancestor's town. The Family History Library and family history centers have indexes to obituaries and newspaper collections, but few actual records.

## Searching Obituary Records

Before searching you must know:

- Your ancestor's name at death (including a woman's married surname).
- Your ancestor's approximate death date.
- The town or county where your ancestor lived or died or where the funeral occurred.

Located at:

- Public libraries or newspaper offices (see "Obituary Records: Finding Aids" on [page 25](#))
- [Family History Library](#) and [family history centers](#) (primarily indexes)

### Family History Library Catalog

- Place Search:

Place

Part of

Topics to choose: **Obituaries** or **Newspapers**

Search steps:

1. Find newspaper obituaries from a library in the town of your ancestor's funeral.
  - a. Find a library at [www.switchboard.com](http://www.switchboard.com) and write down the telephone number.
  - b. Call the librarian, and ask if he or she will search obituaries and send you a copy or lend obituary records to your local library.
  - c. Ask which records are likely to have your ancestor's obituary.
  - d. Ask what information you need to request the copy or an interlibrary loan.

Death date	Full name	Children
	<b>Simon A. Haley, College Educator</b>	commander-in-chief of the Stanfield Grady Post 401 of the American legion.
	Special to the Commercial MARTINSBURG, Virginia	Survivors include three sons, George Haley and Julius Haley, both of Washington and Alex Haley of Kansas City; a daughter, Mrs. Lois Blackstone of Annapolis; 11 grandchildren; and two great-grandchildren.
	Simon Alexander Haley formerly of Pine Bluff, died Wednesday at the Veterans Administration Hospital here. He had been head of the Agriculture Department at Arkansas AM&N College, now the University of Arkansas at Pine Bluff for more than 15 years.	Funeral services will be at 2 p.m. Saturday at P. K. Miller Mortuary at Pine Bluff. Burial will be Monday in the National Cemetery at Little Rock. Pallbearers will be members of Sanfield Grady Post 401.
	He was born in Tennessee in 1892, a son of the late Alex and Queen Haley. He graduated from Lane College at Knoxville and did further study at A and T College in Greensboro, North Carolina. He had served in World War I and was a former	The family will be at the home of a foster son, Mr. and Mrs. Archie Nixon at 1102 East Harding Avenue, Pine Bluff.
Birth date and place	Parents' names	Cemetery

Obituary for Simon A. Haley in the Pine Bluff Commercial, 24 August 1973



# OBITUARY RECORDS: FINDING AIDS

About 1900–Present

The easiest way to find an obituary is to telephone the library in the town of your ancestor's death or funeral. Ask the librarian if he or she will search the records for you or, if not, loan the records to your local library.

**To find telephone numbers of libraries in your ancestor's area, see:**



[www.switchboard.com](http://www.switchboard.com)

- Arranged by state, then county or town
- Libraries are listed according to their distance from a given address, such as an ancestor's place of death

**To find newspapers and obituary indexes in your ancestor's area, see:**



*Obituaries: A Guide to Sources*, 2nd ed., by Betty M. Jarboe. (FHL book 973 V43j 1989)

- Lists over 3,500 sources of obituary indexes and abstracts
- Arranged by state, then author or title
- An appendix describes obituary indexes at major libraries in 18 states



*Newspapers in Microform: United States, 1948–1983*, Library of Congress, 1984. (FHL book 011.35 N479s; film 1145942)

- Arranged by state, then town
- Lists newspaper title, years of operation, parent and spin-off papers, and places where microforms are available



*Gale Directory of Publications and Broadcast Media*, annual, 4 vols., Gale Research. (FHL book 970 B34a)

- Arranged by state, then town
- Lists addresses and telephone numbers of current newspapers and publishers

## PINE BLUFF†, pop. 56,576.

SEC AR. Jefferson Co. 45 mi. SE of Little Rock, on Arkansas River. University of Arkansas at Pine Bluff. Pine Bluff Convention Center. Manufactures lumber, agricultural machinery, wood products, cotton pickers, electric transformers, pillow cases, bed sheets, furniture, paper bags, & cartons, chemicals, aluminum & steel casting, archery equipment, newsprint, jumbo barges, towboats. Cotton market and livestock; cotton oil mills; cotton compresses and warehouses; stockyards. Pine, gum, oak timber. Agriculture. Cattle, hogs, cotton, rice; soybeans.



### 1367 Pine Bluff Commercial

Donrey Media Group

300 Beech St.

Pine Bluff, AR 71601

**Publisher E-mail:** [cdexpress@telepath.com](mailto:cdexpress@telepath.com)

**Phone:** (501)534-3400

**Fax:** (501)543-1455

General newspaper. **Founded:** 1881. **Freq:** Mon.-Sun. (morn.). **Print Method:** Letterpress. **Cols./Page:** 6. **Col. Depth:** 293 agate lines. **Key Personnel:** Jane Ramus, Editor; Donald W. Reynolds, Publisher; Nancy Donaldson, Advertising Mgr. **Subscription Rates:** \$78 individuals. **Remarks:** Accepts advertising.

**Ad Rates:** GLR: \$.49

BW: \$1,542.24

4C: \$1,842.24

SAU: \$12.24

**Circ:** Mon.-Sat. ★18,300

Sun. ★19,217

**White Hall Journal** - See White Hall



### 1368 KCAT-AM - 1340

PO Box 8808

Pine Bluff, AR 71611-8808

**Phone:** (501)534-5001

**Format:** Urban Contemporary; Religious. **Networks:** American Urban Radio. **Owner:** J.B. Scanlon, at above address.. **Founded:** 1963. **Operating Hours:** Continuous; 10% network, 90% local. **Key Personnel:** J.B. Scanlon, Contact. **Wattage:** 1000. **Ad Rates:** \$12-16 for 30 seconds; \$15-20 for 60 seconds.

*Newspapers in Pine Bluff, Arkansas, as listed in the Gale Directory of Publications and Broadcast Media (FHL book 970 B34a, 1987)*

## Tip

Most newspaper publishers will not search their files for you, but some will photocopy an article if you can provide a specific date and event.

# SOCIAL SECURITY APPLICATIONS

1936–Present

## Case Study

Bill wants to find the Social Security application of Simon Haley, who died 19 August 1973.

1. Bill searches the Social Security Death Index using the directions on [page 28](#).
2. Bill requests a microprint of Simon's SS-5 card.
  - a. He photocopies the request form on [page 27](#).
  - b. He fills in the blanks in the form with the information he knows.
  - c. He mails the form, fee, and Simon's proof of death to the Freedom of Information Officer.
3. Bill receives Simon's application and writes a document number on it.
4. Bill reads the application and writes down the new information he finds in it.
  - a. On the family group record he writes family information and source information.
  - b. On his search list he records the results of his search and the document number he gave the Social Security application.

## Use Social Security applications to:

- Find your ancestor's birth date and place (city, county, state).
- Learn your ancestor's parents' names, including the mother's maiden name.
- Trace where your ancestor lived.
- Find information on people who do not appear in any other type of record listed in this guide.

## Content

The SS-5 (Social Security application) may list your ancestor's:

- Full name at time of application.
- Full name at birth.
- Full birth date.
- Birthplace (city, county, state).
- Mailing address at time of application.
- Employer's name and mailing address.
- Father's full name (whether living or dead).
- Mother's full maiden name (whether living or dead).

## Tips

- Search the Social Security Death Index first. See [page 28](#).
- Social Security applications list some U.S. residents who did not have citizenship.

## Searching Obituary Records

Before searching you must know:

- Your ancestor's name.
- Other identifying information. (See the request form on [page 27](#). Give as much information as you know.)

Located at:

- Office of the Freedom of Information Officer in the OEA FOIA Workgroup in Baltimore, Maryland

Search steps:

1. Search for your ancestor in the Social Security Death Index, using the instructions on [page 28](#).
2. Request a copy of your ancestor's Social Security application.
  - a. Photocopy the request form on [page 27](#).
  - b. Read the form to see what fees and information are required.
  - c. Fill in as much information on the form as you can.
  - d. Mail the request form, the fee, and your ancestor's proof of death (if available) to the address at the top of the form.

Full name	Birth date	Birthplace	Address
INTERNAL REVENUE SERVICE (Revised June 1940)			
REQUIRED UNDER THE FEDERAL INSURANCE CONTRIBUTIONS ACT READ INSTRUCTIONS ON BACK BEFORE FILLING IN FORM			
EACH ITEM SHOULD BE FILLED IN. IF THE INFORMATION CALLED FOR IN ANY ITEM IS NOT KNOWN, WRITE "UNKNOWN"			
DO NOT WRITE IN THE ABOVE SPACE			
PLEASE PRINT WITH INK OR USE TYPEWRITER			
1. <u>SIMON</u> <u>ALEXANDER</u> <u>HALEY</u> WORKER'S FIRST NAME MIDDLE NAME (IF YOU HAVE NO MIDDLE NAME, DRAW A LINE) LAST NAME (MARRIED WOMAN—FOR MIDDLE NAME, GIVE LAST NAME BEFORE MARRIAGE; FOR LAST NAME, GIVE HUSBAND'S LAST NAME)			
2. <u>Full name under which you work, if different from name shown in item 1</u>			
3. <u>A. M. &amp; N. College - Pine Bluff, Ark.</u> WORKER'S PRESENT HOME ADDRESS (STREET / NUMBER) (CITY) (STATE)			
4. HAVE YOU EVER BEFORE HAD A SOCIAL SECURITY ACCOUNT NUMBER CARD? NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> (CHECK (X) WHICH AND IF ANSWER IS "YES" ENTER PLACE AND DATE OF ORIGINAL FILING AND REASONS FOR FILING AGAIN)			
5. <u>4-3</u> 6. <u>3-8-92</u> 7. <u>Savannah, Ga.</u> AGE AT LAST BIRTHDAY DATE OF BIRTH (MONTH) (DAY) (YEAR) (SUBJECT TO LATER VERIFICATION) PLACE OF BIRTH (CITY) (COUNTY) (STATE)			
8. SEX: MALE <input checked="" type="checkbox"/> FEMALE <input type="checkbox"/> 9. COLOR OR RACE: WHITE <input checked="" type="checkbox"/> NEGRO <input type="checkbox"/> OTHER <input type="checkbox"/> 10. MARRIED <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> WIDOWED <input type="checkbox"/> DIVORCED <input type="checkbox"/> SEPARATED <input type="checkbox"/> (CHECK (X) WHICH) (CHECK (X) WHICH) (SPECIFY)			
11. <u>unemployed</u> 12. <u>Queen, Davis</u> BUSINESS NAME OF PRESENT EMPLOYER BUSINESS ADDRESS OF PRESENT EMPLOYER (STREET AND NUMBER) (CITY) (STATE)			
13. <u>Alexander Haley</u> 14. <u>Queen, Davis</u> FATHER'S FULL NAME, REGARDLESS OF WHETHER LIVING OR DEAD MOTHER'S FULL NAME BEFORE MARRIAGE, REGARDLESS OF WHETHER LIVING OR DEAD			
15. <u>teaching</u> 16. HOW WERE YOU PAID? SPECIFY (EXAMPLES: "DAILY WAGE," "SALARY," "COMMISSION," "PIECEWORK") DATE LAST FULL TIME JOB ENDED—LAST OCCUPATION—LAST INDUSTRY (SEE INSTRUCTIONS)			
17. <u>6-5-41</u> 18. <u>Simon Alexander Haley</u> DATE SIGNED APPLICANT'S WRITTEN SIGNATURE (FIRST NAME) (MIDDLE INITIAL) (LAST NAME)			
RETURN COMPLETED APPLICATION TO, OR SECURE INFORMATION ON HOW TO FILL IN APPLICATION FROM, NEAREST SOCIAL SECURITY BOARD FIELD OFFICE. THE ADDRESS CAN BE OBTAINED FROM LOCAL POST OFFICE			

Social Security application (SS-5) of Simon Alexander Haley in 1941

# SOCIAL SECURITY APPLICATIONS: REQUEST FORM

1936–Present

Use this form to request Social Security information. See page 26. Provide as much information as you can.

## Freedom of Information Officer

OEA FOIA Workgroup  
PO Box 33022  
Baltimore, MD 21290-3022

Dear sir or madam:

This is a Freedom of Information Act request for a microcopy of the SS-5 Social Security Application of the following deceased individual:

Name of deceased	Social Security number
Birth date	Birthplace
Death date	Death place
Father's name	Mother's name
Proof of death (see enclosures)	
Known places of residence	

Please mail the microcopy to the address below. I understand the fee for this search is \$27.00 for an individual whose Social Security number is provided and \$29.00 for an individual whose Social Security number is not provided. I have enclosed \$ \_\_\_\_\_ for this search. If you require any further fees or information, please contact me at the telephone number below.

Sincerely,

Name of sender	Date
Address	
Phone number	

# SOCIAL SECURITY DEATH INDEX (SSDI)

1962–Present

## Case Study

Bill wants to learn more about Simon Haley, who died in 1973.

1. Bill searches the Social Security Death Index.
  - a. He goes to [www.familysearch.org](http://www.familysearch.org) and clicks the **Search** tab.
  - b. He clicks **US Social Security Death Index** (left side of screen).
  - c. He types Simon's name and death year and clicks **Search**.

U.S. SOCIAL SECURITY DEATH INDEX

Enter at least your deceased ancestor's first name or last name or Social Security number, and then click **Search**.  
[Tip on How to Search the Social Security Death Index](#)

\*First Name:  \*Last Name (at time of death):

Event:  Year Range:  Year:

State or Territory of Residence at Death:

Social Security Number:

☐ Use exact spelling

Search screen

- d. On the results screen he clicks **Simon HALEY** to see the full entry.

You searched for: Simon Haley, Death, 1973, All States  
Exact Spelling: Off [\[refine search\]](#) [Prepare selected records for download](#)

U.S. Social Security Death Index - 1  
Select records to download - (50 maximum)

☐ 1. **Simon HALEY** - U.S. Social Security Death Index  
Birth: 8 Mar 1892 State Where Number was Issued: Arkansas Death: Aug 1973

[prev](#) | [next](#) [Prepare selected records for download](#)

[Return to top of page](#)

Results screen

- e. He prints a copy of the record for his files and writes a document number on it.
2. Bill records the results of his search on his [search list](#) and on his [family group record](#).

## Use Social Security Death Index to:

- Find birth and death information for 63 million U.S. residents who have died since 1936. Most records are for deaths after 1962.
- Find clues leading to the Social Security application, which lists full birth dates and parents' names.

## Content

This index may list your ancestor's:

- Name at the time of application.
- Full birth date.
- Social Security number.
- State of residence when the Social Security number was issued.
- Death month and year.
- Place (city, county, and state) where the last benefit was sent. This may or may not be the place of death.

## Tips

- Search using only a surname and a given name. Middle names are not listed.
- To find a woman, search first for her married surname.
- Try different name spellings or nicknames (Elisabeth, Elizabeth, Liz, or Liza).
- If your first search fails, search again without a place of death or without a death year.

## Searching the Social Security Death Index

Before searching you must know:

- Your ancestor's name.
- An approximate death year (1936 or later).

Located at:

- [www.familysearch.org](http://www.familysearch.org)
- [Family History Library and family history centers](#)

Search steps:

1. Go to [www.familysearch.org](http://www.familysearch.org) and click the **Search** tab.
2. On the Search for Ancestors screen, click **US Social Security Death Index**.
3. Type your ancestor's name.
4. Under Event, select **Death**.
5. Provide the information you know (name, state of residence at death, year of death, or Social Security number).
6. Click **Search**.
7. On the results screen, click your ancestor's name to see a full record.

Name	Social Security number	Birth date	Death date	Place where death benefit was sent
<b>Individual Record</b>				
FamilySearch™ U.S. Social Security Death Index 30 September 2000				
Select record to download - Maximum: 50				
<input type="checkbox"/> <b>Simon HALEY</b>				
Birth Date:		8 Mar 1892		
Death Date:		Aug 1973		
Social Security Number:		431-24-8757		
State or Territory Where Number Was Issued:		Arkansas		
Death Residence Localities				
ZIP Code:		66104		
Localities:		Kansas City, Wyandotte, Kansas		

Simon Haley's record in the Social Security Death Index at [www.familysearch.org](http://www.familysearch.org)



# VITAL RECORDS

Pre-1870–Present

## Use vital records of births, deaths, and marriages to:

- Learn about an ancestor's birth, death, or marriage in a given town, county, or state. For specific information about birth, death, and marriage records, [see pages 30–32](#).

### Tips

- Search first for your ancestor's death record, then marriage record, then birth record. Later records are more common, more easily found, and contain more information.
- Because most vital records were kept by the county, search county records first. Then search for town and state records if they exist. For records in New England, search town records first.
- If there are two forms of a record (such as marriage bonds and marriage certificates), search both. Some forms have more information than others.
- When ordering vital records, ask for a photocopy of the original record. This will usually have more information than a certified copy.
- Write down the names of any witnesses or informants on the record. These are usually relatives or friends.

## Searching Vital Records

Before searching you must know:

- Your ancestor's name at the time of birth, marriage, or death.
- The state (and possibly the city or county) where the event occurred.
- Approximate year of the event.

Located at:

- [Family History Library and family history centers](#)
- Town, county, or state archives (see [www.vitalrec.com](http://www.vitalrec.com) for addresses, phone numbers, and fees)

In the [Family History Library Catalog](#), try these two searches.

- Place Search:

Place

Part of

Topics to choose: **Vital records** or **Vital records - Indexes**

- Place Search:

Place

Part of

Topics to choose: **Vital records** or **Vital records - Indexes**

To search vital records on microfilm:

1. Check for an index (in the catalog or the record).
2. Find your ancestor's name in the index if there is one (try various spellings).
3. Write information about your ancestor's record:
  - a. Book (volume) number or year of birth, marriage, or death.
  - b. Certificate or page number.
4. Find the record book and then the certificate or page.

## FINDING AIDS

To find vital records offices, see:



[www.vitalrec.com](http://www.vitalrec.com)

Search for:

- Phone numbers and addresses of state and county archives that keep vital records.
- Places where you can find birth, death, and marriage records for a given year (town, county, or state).
- Fees charged by record offices.

Address and telephone number of state office	Availability and fees for state records	Links to information about county records		
West Virginia State Vital Records Office				
Vital Registration, Division of Health 350 Capitol St, Rm 165 Charleston, WV 25301-3701 (304) 558-2931 Info: (304) 558-2931 Fax: (304) 343-2169				
Make check or money order payable to <b>Vital Registration</b> . Be advised, there was a fire in 1921 that destroyed many records.				
Rec Type	Cost	Dates	Form	Remarks
Birth	\$5.00	since Jan 1917	<a href="#">Order Form</a>	For earlier records, write to the <b>Clerk of County Court</b> in the <u>county</u> where the birth occurred. Fees vary.
Death	\$5.00	since Jan 1917	<a href="#">Order Form</a>	
Marriage	\$5.00	since 1921		Records should be available from the County Clerk in the <u>county</u> where the license was issued.
Divorce	\$5.00	since 1968		Certified copies are not available from the State office.
Index to West Virginia County Vital Records Offices				
Some county offices carry vital records, others do not. Many have different offices for handling specific types of vital records and holdings may vary. Use the addresses and phone numbers listed for each county as a starting point. I recommend that you call or write the county offices to check your best option for getting the information you need.				
Follow <a href="#">this link</a> to determine what county a city is in.				

Information about the West Virginia State Vital Records Office as shown on [www.vitalrec.com](http://www.vitalrec.com)

# VITAL RECORDS: BIRTH

Pre-1870–Present

## Use birth records to learn your ancestor's:

- Full birth date and place.
- Parents' names.

## Content

Birth records may contain:

- Full name of the infant.
- Birth date and place (town, county, and state).
- Parents' names (including mother's maiden name).
- Home address.

## Tips

- Birth records may not be as available as death records.
- To learn how to search birth records, see "Searching Vital Records" on [page 29](#).
- See the case studies for death records ([page 31](#)) and marriage records ([page 32](#)). You can find birth records in a similar manner.

## Birth Certificate

_____ Name of Child		
_____ Sex of Child	_____ Color	_____ Date of Birth
_____ Place of Birth		
_____ County of Birth	_____ Birth Attendant	
_____ Mother's Maiden Name		
_____ Mother's Age	_____ Mother's Place of Birth	
_____ Father's Name		
_____ Father's Age	_____ Father's Place of Birth	
_____ Date of Registration	_____ File Number	
_____ Date Issued		

*This blank record shows what information may have been recorded on birth records in 1891*

# VITAL RECORDS: DEATH

## Pre-1870–Present

### Use death records to learn your ancestor's:

- Full death date and place.
- Birth date and place.
- Parents' full names.
- Spouse's full name.

### Content:

Death records may contain:

- Full name at death.
- Death date.
- Death place (town, county, state).
- Home address.
- Age at death.
- Birth date.
- Birthplace (town, county, and state).

- Occupation.
- Marital status (single, married, widowed, or divorced).
- Parents' names (including mother's maiden name).
- Parents' birthplace (rarely included).
- Name of funeral home or cemetery.
- Name of the informant and relationship between the informant and the deceased.

### Tips

- Look for a death record before a birth or marriage record. It is more likely to be available.
- To learn how to search death records, see "Searching Vital Records" on page 29.

### Case Study

Bill wants to find Simon Haley's death record. He knows Simon died in West Virginia in 1973.

1. In the Family History Library Catalog, Bill searches for an index to West Virginia death records.

a. He does a Place Search for West Virginia.

b. From a list of topics he selects **Vital records - Indexes**. The catalog lists no state death records, so he must order the death record from the West Virginia state vital records office.

2. Bill orders the death record from the state vital records office.

a. On the Internet, he goes to [www.vitalrec.com](http://www.vitalrec.com) to find the office address.

b. On his search list, he writes the address and phone number of the West Virginia vital records office.

c. He phones the office and places a credit card order for Simon's death record.

3. Bill receives the death record and writes a document number on it. He writes down the new information.

a. On the [family group record](#) he writes new family information and source information.

b. On his [search list](#) he records the results of his search and the document number he gave the death record.

Full name		Death place		Birth date		Death date	
WEST VIRGINIA STATE DEPARTMENT OF HEALTH-DIVISION OF VITAL STATISTICS							
Serial No. <u>457</u>		Dist. No. <u>020</u>		Certificate of Death		73 011480	
DECEASED-NAME First Middle Last <u>SIMON A HALEY</u>				SEX <u>Male</u>		DATE OF DEATH (month, day, year) <u>August 19, 1973</u>	
1. RACE-White, Negro, American Indian, etc. (specify) <u>Negro</u>				2. AGE-LAST BIRTHDAY (years) <u>81</u>		3. DATE OF BIRTH (month, day, year) <u>March 8, 1892</u>	
4. CITY, TOWN, OR LOCATION OF DEATH <u>Martinsburg</u>				5. INSIDE CITY LIMITS (Specify yes or no) <u>No</u>		6. HOSPITAL OR OTHER INSTITUTION-NAME (If not in either, give street and number) <u>Veterans Administrative Center</u>	
7. STATE OF BIRTH (if not in U.S.A., name country) <u>Tennessee</u>				8. CITIZEN OF WHAT COUNTRY <u>U. S. A.</u>		9. MARRIED, NEVER MARRIED, WIDOWED, DIVORCED (specify) <u>Divorced</u>	
10. SOCIAL SECURITY NUMBER <u>431-24-87-57</u>				11. USUAL OCCUPATION (give kind of work done during most of working life, even if retired) <u>Professor</u>		12. KIND OF BUSINESS OR INDUSTRY <u>Teaching</u>	
13. RESIDENCE-State <u>Md.</u>		14. County <u>Montgomery</u>		15. City, town, or location <u>Silver Spring</u>		16. INSIDE CITY LIMITS (specify yes or no) <u>Yes</u>	
17. FATHER-NAME <u>Alex Haley</u>		18. BIRTHPLACE (state or country) <u>Alabama</u>		19. MOTHER-MAIDEN NAME <u>Queen Davis</u>		20. BIRTHPLACE (state or country) <u>Alabama</u>	
21. Was deceased ever in the U.S. armed forces? (Yes, no, or unknown) (If yes, give war or dates of service) <u>Yes</u> <u>World War I</u>				22. INFORMATION SIGNATURE <u>V. A. Center</u>		23. ADDRESS <u>V. A. Center</u>	
24. CAUSE OF DEATH (Enter only one cause per line for (a), (b), and (c)) 19. Part I. DEATH WAS CAUSED BY: <u>4123 IMMEDIATE CAUSE (a) Possible pulmonary embolism</u> <u>General arteriosclerosis with arteriosclerotic heart disease</u> <u>Pulmonary emphysema and fibrosis with recurrent bronchopneumonia</u>				25. Approximate interval between onset and death <u>24 hours</u> <u>Many years</u> <u>Many years</u>		26. Part II. OTHER SIGNIFICANT CONDITIONS: conditions contributing to death but not related to cause given in part I (a) <u>Mitral insufficiency; Diabetes mellitus.</u>	
27. ACCIDENT, SUICIDE, HOMICIDE, OR UNDETERMINED (specify) <u>VA</u>		28. DATE OF INJURY (month, day, year) <u>March 2, 1972</u>		29. HOUR <u>August 19, 1973</u>		30. HOW INJURY OCCURRED (enter nature of injury in part I or part II, (item 19) <u>and that</u>	
31. INJURY AT WORK (specify yes or no) <u>11A</u>				32. PLACE OF INJURY AT HOME, FARM, STREET, FACTORY, OFFICE BLDG., ETC. (specify) <u>March 2, 1972</u>		33. LOCATION (street or R.F.D. No., city or town, state) <u>August 19, 1973</u>	
34. SIGNATURE <u>V. A. Center</u>				35. ADDRESS <u>V. A. Center</u>		36. DATE SIGNED <u>8/21/73</u>	
37. BUREAU OF CREMATION REMOVAL (Specify) <u>Removal</u>				38. CEMETERY OR CREMATORY-NAME <u>Little Rock Arkansas</u>		39. LOCATION <u>600 Kennedy Street, NW</u>	
40. DATE <u>8/22/73</u>				41. FUNERAL HOME-NAME AND ADDRESS <u>R. N. Horton Co., Funeral Home</u>		42. CITY OR TOWN <u>Washington, D.C. 20011</u>	
43. FUNERAL DIRECTOR'S SIGNATURE <u>R. N. Horton</u>				44. DATE SIGNED <u>8/22/73</u>		45. DATE REC'D BY LOCAL REG. <u>August 21, 1973</u>	
46. STATE HEALTH OFFICER'S SIGNATURE <u>William B. Shivers</u>				47. DATE SIGNED <u>8/22/73</u>		48. DATE REC'D BY LOCAL REG. <u>August 21, 1973</u>	

Social Security number Funeral home Parents' names Cemetery location

Death certificate for Simon Haley from the West Virginia State Vital Records Office



# VITAL RECORDS: MARRIAGE

## 1870–Present

### Case Study

Bill wants to find the marriage record of Alexander Haley and Queen Davis, Simon's parents. He knows from the 1900 U.S. Census (see pages 16–17) that they lived in Hardin County, Tennessee. Because he isn't sure which child listed in the census is Alex and Queen's first child, Bill uses the "Number of years married" information on the census to estimate that they were married no later than 1883.

1. Bill looks for marriage records of Hardin County, Tennessee, for the 1880s in the [Family History Library Catalog](#).
  - a. He does a Place Search for Hardin, Tennessee.
  - b. He clicks **Vital records**.
  - c. On the list of titles, he clicks **Marriage records, 1863–1914**.
  - d. On the Title Details screen in the Notes section, he reads that most volumes are individually indexed. This tells him that an index of grooms will appear in the beginning of each book of records.
  - e. He clicks **View Film Notes** and sees that marriages from 1874–1884 are on FHL film 981000.
2. Bill orders FHL film 981000, and then searches the record.
  - a. On the film he searches the index for Alex Haley. The index says Alex's marriage record is in Vol. 3, p. 87.
  - b. He finds the marriage record of Alex Haley and Queen Davis. It lists 8 Oct 1881 as the marriage date, which tells him that the census record was incorrect.
  - c. Bill photocopies the record for his files and writes a document number on the photocopy.
3. Bill records the marriage information.
  - a. On the [family group record](#) he writes the marriage date and place and the source.
  - b. On the [search list](#) he records the results of his search and the document number he gave the marriage record.

### Use marriage records to learn your ancestors':

- Full marriage date and place.
- Full names of bride, groom, and parents, including maiden names.
- Possible county of residence at the time of the marriage.

### Content

Marriage records may contain:

- Names of bride and groom (including bride's maiden name).
- Birth date and place (town, county, and state) of bride and groom.
- County of residence of bride and groom.

- Marriage date and place (town, county, and state).
- Whether bride or groom was previously married, widowed, or divorced.
- Parents' names, including mothers' maiden names (very rarely).

### Tips

- Look for a marriage record near the time when and place where the first child was born.
- To learn how to search marriage records, see "Searching Vital Records" on [page 29](#).

Name of groom	Name of bride	Marriage date
<p><i>You, or either of You, Are hereby authorized to solemnize the RITES OF MATRIMONY between</i></p> <p><i>Alex Haley</i> and <i>Queen Davis</i></p> <p><i>of our County, agreeably to the direction of the Act of Assembly in such case made and provided;</i></p> <p><i>PROVIDED ALWAYS, that the Rite of Matrimony be solemnized in this County; otherwise these shall be null and void, and shall not be accounted any License or authority to you, or either of you, for the purpose aforesaid, more than though the same had never been prayed or granted, etc.</i></p> <p><i>Given at the Clerk's Office of said County, this 8<sup>th</sup> day of Oct 1881.</i></p> <p><i>H. R. Winkler</i> COUNTY COURT CLERK.</p>		

Hardin County, Tennessee, marriage record of Alex Haley and Queen Davis, Simon's parents



# ADDITIONAL HELPS

## African American Naming Customs

- Some African Americans may have changed their surnames (see “Tips” on page 8).

---

## What's Next

- *United States Research Outline* (30972)
- FamilySearch research outlines for the states where your ancestors lived. Research outlines are available through family history centers and at [www.familysearch.org](http://www.familysearch.org) (click **Order/Download Products**).

---

## More about African American Research

- *Black Roots: A Beginner's Guide to Tracing the African American Family Tree*, by Tony Burroughs, 2001 (FHL book 973 D27bt 2001)
- *Finding a Place Called Home: An African-American Guide to Genealogy and Historical Identity*, by Dee Parmer Woodtor, 1999. (FHL book 973 F2wd)

---

## Archives and Libraries

### Family History Centers

[www.familysearch.org](http://www.familysearch.org)

800-346-6044 inside the United States and Canada

801-240-1000 outside the United States and Canada

### Family History Library

35 N. West Temple Street, Rm. 344

Salt Lake City, UT 84150-3400

801-240-2331

### National Archives

700 Pennsylvania Avenue, NW

Washington, D.C. 20408

202-501-5415

Fax: 301-837-0459

### National Archives—Regional Branches

[www.archives.gov/facilities/index.html](http://www.archives.gov/facilities/index.html)

## Tips for Latter-day Saints

To decide when to submit a family for temple ordinances, consider the following:

- You may submit a family with minimal, approximate, or incomplete information.
- If you submit a family with minimal information (perhaps only approximate birth or death dates for the parents), you can do all the sealings for that family. When information is only approximate, duplication of ordinances is more likely.
- If you continue to research until you find exact birth dates for the parents (follow step 1 on page 3), this information will:
  - Give a more accurate temple record so that others can find a common ancestor.
  - Make duplication less likely.
  - Make it easier to find information for earlier generations.

## Where to Order or Download Publications:

- Internet: [www.familysearch.org](http://www.familysearch.org) or [www.ldscatalog.com](http://www.ldscatalog.com)
- Salt Lake Distribution Services:  
801-240-3800 (Salt Lake City area)  
Toll free 800-537-5971

All Family History Library publications are described in *Family History Materials List* (34083).

# Family Group Record

If typing, set spacing at 1 1/2. Page \_\_\_\_\_ of \_\_\_\_\_

Write date as: 4 Oct. 1896

Write place as: Tryon, Polk, North Carolina, USA or  
St. Martins, Birmingham, Warwick, Eng.

<b>Husband</b> Given name(s)		Last name		<input type="checkbox"/> See "Other marriages"	
Born (day month year)	Place	LDS ordinance dates		Temple	
Christened	Place	Baptized			
Died	Place	Endowed			
Buried	Place	Sealed to parents			
Married	Place	Sealed to spouse			
Husband's father Given name(s)		Last name		<input type="checkbox"/> Deceased	
Husband's mother Given name(s)		Maiden name		<input type="checkbox"/> Deceased	
<b>Wife</b> Given name(s)		Maiden name		<input type="checkbox"/> See "Other marriages"	
Born (day month year)	Place	LDS ordinance dates		Temple	
Christened	Place	Baptized			
Died	Place	Endowed			
Buried	Place	Sealed to parents			
Wife's father Given name(s)		Last name		<input type="checkbox"/> Deceased	
Wife's mother Given name(s)		Maiden name		<input type="checkbox"/> Deceased	
<b>Children</b> List each child (whether living or dead) in order of birth.				LDS ordinance dates	
				Temple	
<b>1</b>	Sex	Given name(s)	Last name		<input type="checkbox"/> See "Other marriages"
	Born (day month year)	Place	Baptized		
	Christened	Place	Endowed		
	Died	Place	Sealed to parents		
	Spouse Given name(s)		Last name		
	Married	Place	Sealed to spouse		
<b>2</b>	Sex	Given name(s)	Last name		<input type="checkbox"/> See "Other marriages"
	Born (day month year)	Place	Baptized		
	Christened	Place	Endowed		
	Died	Place	Sealed to parents		
	Spouse Given name(s)		Last name		
	Married	Place	Sealed to spouse		
<b>3</b>	Sex	Given name(s)	Last name		<input type="checkbox"/> See "Other marriages"
	Born (day month year)	Place	Baptized		
	Christened	Place	Endowed		
	Died	Place	Sealed to parents		
	Spouse Given name(s)		Last name		
	Married	Place	Sealed to spouse		
Select <b>only one</b> of the following options. The option you select applies to all names on this form.			Your name		
<input type="checkbox"/> <b>Option 1—Family File</b> Send all names to my family file at the _____ Temple.			Address		
<input type="checkbox"/> <b>Option 2—Temple File</b> Send all names to any temple, and assign proxies for all approved ordinances.					
<input type="checkbox"/> <b>Option 3—Ancestral File</b> Send all names to the computerized Ancestral File for research purposes only, not for ordinances. I am including the required pedigree chart.					
			Phone ( )		Date prepared

<b>Husband</b> Given name(s)		Last name	
<b>Wife</b> Given name(s)		Maiden name	
<b>Children</b> List each child (whether living or dead) in order of birth.		LDS ordinance dates	Temple
4	Sex	Given name(s)	Last name <input type="checkbox"/> See "Other marriages"
	Born (day month year)	Place	Baptized
	Christened	Place	Endowed
	Died	Place	Sealed to parents
	Spouse Given name(s)	Last name	
	Married	Place	Sealed to spouse
5	Sex	Given name(s)	Last name <input type="checkbox"/> See "Other marriages"
	Born (day month year)	Place	Baptized
	Christened	Place	Endowed
	Died	Place	Sealed to parents
	Spouse Given name(s)	Last name	
	Married	Place	Sealed to spouse
6	Sex	Given name(s)	Last name <input type="checkbox"/> See "Other marriages"
	Born (day month year)	Place	Baptized
	Christened	Place	Endowed
	Died	Place	Sealed to parents
	Spouse Given name(s)	Last name	
	Married	Place	Sealed to spouse
7	Sex	Given name(s)	Last name <input type="checkbox"/> See "Other marriages"
	Born (day month year)	Place	Baptized
	Christened	Place	Endowed
	Died	Place	Sealed to parents
	Spouse Given name(s)	Last name	
	Married	Place	Sealed to spouse
<b>Other marriages</b> List other marriages and sealings of the husband, wife, and children on this form. List any necessary explanations.			
<b>Sources of information</b> Add further information on attached sheets as necessary.			

**Note:** Please take every reasonable step to see that the information on this form is as accurate and complete as practical. This will help maintain the integrity of Church family history files and reduce duplication of temple ordinance work.

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Please send suggestions to:  
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 Family History Library  
 35 N. West Temple St., Rm. 344  
 Salt Lake City, UT 84150-3440  
 Fax: 801-240-5551  
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 fhd-copyright@ldschurch.org  
 Fax: 801-240-2494